

**BOROUGH OF PICTURE ROCKS  
113 N MAIN STREET  
PICTURE ROCKS, PA, 17762  
570-584-6362  
picturerocksborough@comcast.net**

January 2, 2024

The Picture Rocks Borough Council met in regular session with the following members present: Craig Gansell, J. R. Rishel, Linda Sosniak, Dave Hitesman, Frank Shetler, Erin Shelinski, Mary Brink 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.

Mayor Bender called for a nomination from the floor for council president.

Dave Hitesman nominated Craig Gansell seconded by J. R. Rishel.

Being no other nominations from the floor, Craig Gansell was elected president of borough council.

President Craig Gansell continued the January 2, 2024 regular meeting.

Nomination for borough vice president.

Dave Hitesman nominated Linda Sosniak seconded by Frank Shetler.

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

Nomination for president pro tem.

Linda Sosniak nominated Dave Hitesman and seconded by J. R. Rishel.

Being no other nominations from the floor, Dave Hitesman was elected president pro tem.

Appointments.

Borough Solicitor – McCormick Law Firm  
Borough Engineering Firm Larson Design Group.  
Borough Code Enforcement Officer –Code Inspections, Inc.  
Borough Zoning Officer – Code Inspections, Inc.

A motion was made by Linda Sosniak and seconded by Dave Hitesman to appoint the above borough positions for (1) year terms to representative the Borough of Picture Rocks. Motion carried.

Borough Zoning Board – A motion was made by Linda Sosniak and seconded by J. R. Rishel to appoint Melinda Bender to a (4) year term 2024 – 2027 on the zoning hearing board. Motion carried.

Auditors – A motion was made by Dave Hitesman and seconded by J.R. Rishel to appoint Shelly Eddy and Jackie Otterbein to (2) year terms as borough auditors 2024 – 2025. Motion carried.

Representative to West Branch Council Governments – A motion was made by Linda Sosniak and seconded by J. R. Rishel to appoint William Dorman, borough secretary, as borough representative on the West Branch Council of Governments Board for fiscal year 2024. Motion carried.

Sewage Enforcement Officer – A motion was made by Dave Hitesman and seconded by J.R. Rishel to approve the contract of SEO Services, Jami Nolan as borough sewage enforcement officer for fiscal year 2024. Motion carried.

Planning Commission.

David Bell – 2024 -2027  
Mark Miller – 2024- 2026

A motion was made by Linda Sosniak and seconded by Dave Hitesman to appoint the above individuals to terms listed, as members of the Picture Rocks Planning Commission. Motion carried.

Alternate Zoning Hearing Board . A motion was made by Dave Hitesman and seconded by J.R. Rishel to appoint Chris Mann to a (2) year term 2024 – 2025 on the alternate zoning hearing board. Motion carried.

Re-Open 2024 Budget – Being no changes voiced by council, the 2024 budget will stand as adopted at the December 4, 2023 council meeting.

Minutes December 4, 2023 – A motion was made by Linda Sosniak and seconded by Erin Shelinski to approve the December 4, 2023 council minutes as presented. Motion carried.

Treasurer’s Report	General Fund	\$ 179,795.17
	Highway Fund	13,990.77
	Act 13 Impact Fees	44,448.79
	COVID – 19 ARPA	11,490.40

A motion was made by Linda Sosniak and seconded by Dave Hitesman to accept the January 2, 2024 treasurer’s report as presented and file for audit. Motion carried.

Following invoices presented for consideration at the January 2, 2024 council meeting.

Hughesville Borough	December Police Report	\$ 2,562.00
UGI Utilities	Gas heat	160.33

Following invoices paid since the December 4, 2023 council meeting.

Picture Rocks Fire Co.	2023 Budget Payment	10,500.00
East Lyc. Recreation Auth.	2023 Budget Payment	500.00
Hughesville Public Library	2023 Budget Payment	500.00
Intrada Tech.	Computer Problems	103.03
Koz’s Landscaping	November Mowing	250.00
Koz’s Landscaping	Trim Creek Bank Weeds	2,000.00
Stacey Sones	December Janitorial Services	50.00
East Lycoming Shopper	Veterans Day	30.00
State Workers Insurance	Workers Comp. Fire Co.	588.00
State Workers Insurance	Workers Comp. Employees	14.00
Intrada Tech.	Computer Problems	66.14
Marco Technologies	Copier Expense	69.46
Column Software	2024 Meeting Dates	349.58
Windstream	Telephone Expense	67.01

A motion was made by J. R. Rishel and seconded by Frank Shetler to pay bills presented for payment and approving the bills that have been paid since the December 4, 2023 council meeting. Motion carried.

Correspondence per report dated December 4, 2023 – December 29, 2023.

Police Chief Report. Council reviewed the December police report. In the period of November 29, 2023 and December 26, 2023 there were a total of (5) incidents reported in the borough, (2) citation-traffic issued for the month.

After open discussion the secretary was instructed to have the Hughesville Police Chief and Hughesville Mayor present at the February 5, 2024 council meeting.

Adjournment – Being no further business, a motion was made by Dave Hitesman and seconded by J.R. Rishel to adjourn the meeting. Motion carried.

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William N. Dorman  
Secretary

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February 5, 2023

The Picture Rocks Borough Council met in regular session with the following members present: Craig Gansell, Linda Sosniak, Mary Brink, Frank Shetler, J.R. Rishel, David Hitesman and Mayor David Bender.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes February 5, 2024 – A motion was made by Linda Sosniak and seconded by David Hitesman to accept the February 5, 2024 minutes as presented. Motion carried.

Treasurer's Report	General Fund	\$196,414.48
	Highway Fund	8,705.24
	Act 23 Impact Fund	44,621.41
	COVID-19 Funds	2,753.51

A motion was made by Frank Shetler and seconded by J.R. Rishel to accept the March 4, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the March 4, 2024 council meeting.

P P & L	Water Street	\$ 25.33
P P & L	Office	71.52
P P & L	Bridge	24.74
Hughesville Borough	February Police Report	2,634.00
Green Valley Trucking	Snow Removal February	829.00
Intrada Technologies	Computer Expense	58.77

Following invoices paid since the February 5, 2024 council meeting.

Stacey Sones	February Janitorial Service	50.00
Windstream	Telephone Bill	66.97
Marco Technologies	Copier Expense	69.46
State Workers Insurance	Workers Comp. Fire Co.	588.00
SEDA – COG	Website Security	200.00

UGI Utilities

Gas Heat

187.79

Invoices March 5, 2024 council meeting continued.

A motion was made by Linda Sosniak and seconded by David Hitesman to pay invoices presented for payment and invoices paid since the February 5, 2024 council meeting. Motion carried.

Police Report – Council reviewed the February report. In the month of February there were a total of (7) incidents reported, with (2) traffic citations and (1) warning issued for the month.

Unfinished Business – Speed Display & Signing Route 220 – Council review the e-mail that was received from Gregory Gobble, Penn Dot Municipal Service. The information provided in the email, the borough’s responsibility for owing and maintaining a speed display sign will rest with local officials. Council also reviewed the proposal from Bradco Supply Co. which the borough would purchase the speed display sign. The cost to the borough for (1) speed display sign would be \$4,478.80 plus installation.

The secretary reported that he was in contact with Penn DOT Traffic Engineer Joseph Lyons in Montoursville and informed that, Penn DOT will supply a portable speed supply sign mounted on a trailer at no cost to the borough. Penn DOT will place the sign for (1) week, which would monitor traffic traveling north to south and then would change the direction to monitor south to north traffic for one week. Penn DOT feels the best location to place the speed display sign would be on the fire company parking lot. Secretary will contact the fire company to seek permission.

New Business – Borough’s participation COSTARS state salt contract for 2025 Secretary informed council the 2025 requirements must be placed by March 15, 2024. The borough is legally obligated to take 60% of our stated needs. If we have no need for salt in March & April we could end up with 88 tons in stock for next winter season. After discussion with council and recommendation by the secretary, a motion was made by Frank Shetler and seconded by David Hitesman to purchase 100 tons. Motion carried.

Individual Council Members – Secretary informed council that the Hughesville Boy Scout Troop will re-build the block work, mulching around the flag pole that was removed to make room for the new handicap ramp. This will be a scout project and the only cost to the borough will be material if needed.

Adjournment – Being no further business, a motion was made by J.R. Rishel and seconded by David Hitesman to adjourn the March 4, 2024 council meeting.

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March 6, 2023

The Picture Rocks Borough Council met in regular session with the following members  
Present: Linda Sosniak, Nancy Dorman, Chris Smith, Craig Gansell, David Hitesman,  
Gary Hckenberry , J. R. Rishel and Mayor David Bender.

Guest: Alan Little – Fire Chief Picture Rocks Fire Company  
Richard Sprout – Picture Rocks Fire Company  
Bruce Little – East Lycoming Recreation Authority

The meeting was called to order by President Chris Smith followed by the Pledge of Allegiance and a moment of silence.

Minutes February 6, 2023 meeting – A motion was made by Craig Gansell and seconded by Dave Hitesman to accept the February 6, 2023 council minutes as presented. Motion carried.

Treasurer’s Report	General Fund	\$ 195,671.15
	Highway Fund	9,517.76
	Act. 13 Impact Fee	47,088.04
	COVID-19 ARPA Fund	39,057.06

A motion was made by Linda Sosniak and seconded by Crag Gansell to accept the March 6, 2023 Treasurer’s report as presented and file for audit. Motion carried.

Bills – Following invoices presented at the March 6, 2023 council meeting.

Hughesville Borough	February Police Report	\$2,562.00
Cargill Inc.	Deicer Salt	*1,607.77
P P & L	Holiday Lighting	474.38
West Branch COG	Dues & Insurance	81.00
Green Valley Trucking	February Snow Removal	*1,508.00

\*Pay From Highway Fund

Following invoices paid since the February 6, 2023 council meeting.

James Armstrong Assoc.	Yearly Reports	75.00
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Stacey Sones	February Cleaning	50.00
Marco Technologies	Copier Expense	66.12
Windstream	Telephone Bill	70.36
State Workers Fund	Fire Company Insurance	583.00
Linda Sosniak	File Folders & Frames	79.12

A motion was made by Dave Hitesman and seconded by Nancy Dorman to pay invoices presented for payment and invoices paid since the February 6, 2023 council meeting. Motion carried.

Linda Sosniak 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 March 6, 2023 due to council member was listed as a payee on a bill presented.

Correspondence List – Per correspondence list dated March 6, 2023 and addition.

From: East Lycoming Recreation Authority  
 Subj: 2023 Member Roster

From: East Lycoming Recreation Authority  
 Subj: Agenda March 2, 2023 & Minutes February 2, 2023

From: East Lycoming Recreation Authority  
 Subj: Agenda February 2, 2023 & Minutes January 5, 2023

Fire Chief: Busy Month February of 2023.

Police Chief Report: Council reviewed the February police report, in the month of February, there were a total of (12) incidents reported in the borough.

New Business.

Costars Salt Report – Secretary reviewed with council the current inventory of salt and stated that the 2023-2024 contract requests must be submitted by March 15, 2023. At the recommendations by the secretary, a motion was made by Gary Hockenberry and seconded by Linda Sosniak to order 140 tons of salt thru the state piggy back contract for 2023-2024. Motion carried.

Borough Cell Phone – Secretary briefed council on the need for the borough to purchase a cell phone.



Starting in 2023, when the secretary logs into the state to make monthly reports, they required a response via cell phone to certify that the borough secretary is the person sending in the reports.

A motion was made by Linda Sosniak and seconded by Craig Gansell, authorizing the borough secretary to purchase a borough cell phone. Motion carried.

Appointment Diane Buck 2023 Auditor - A motion was made by David Hitesman and seconded by Craig Gansell to appoint Diane Buck as borough auditor for 2023-2024. Motion carried.

Cost Estimate Borough Sign – Secretary reviewed with council the need to repaint the borough sign located in front of the borough building. A motion was made by Linda Sosniak and seconded by J.R. Rishel to approve the cost estimate of \$1,066.to repaint the borough Sign. Motion carried.

Proposed Bid Specifications for Bidding the Handicap Ramp. Council reviewed the information submitted by Duane Gardner listing the specification on the work that is proposed. A motion was made by Gary Hockenberry and seconded by Linda Sosniak authorizing the secretary to advertise for bids. Bids will be opened at the April 6, 2023 council meeting. Motion carried.

Secretary reported that he met with Larson Design concerning the creek bank stabilization project for Water Street bank. Larson Design will work up grant application and proposed work that they recommend to stabilize the bank. Larson Design will meet with council on April 27, 2023.

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 informed council that he will be meeting with Municipal Services to review oiling & chipping road contract that will be bid thru the COG. Bids will be opened at the May COG meeting.

Being no further business, a motion was made by Craig Gansell and seconded by Dave Hitesman to adjourn the meeting.

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April 1, 2024

The Picture Rocks Borough council met in regular session with the following members present. Craig Gansell, Linda Sosniak, Mary Brink, Frank Shetler, J.R. Rishel, David Hitesman and Erin Shelinski.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes March 4, 2024 – A motion was made by David Hitesman and seconded by Linda Sosniak to accept the March 24, 2024 minutes as presented. Motion carried.

Treasurer’s Report	General Fund	\$ 206,079.83
	Highway Fund	35,934.95
	Act 13 Impact Fee	44,645.97
	COVID – 19 ARPA	2,760.06

A motion was made by Frank Shetler and seconded by David Hitesman to accept the April 1, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the April 1, 2024 council meeting.

P P & L	Monthly Electric Bills	\$ 996.31
Hughesville Borough	April Police Report	2,634.00

Following invoices paid since the April 1, 2024 council meeting.

Elan Financial Services	Office Supplies & Intuit	144.58
Comcast Business	Internet Charge	92.90
State Workers Insurance	Workers Comp. Fire Co.	588.00
State Workers Insurance	Workers Comp Employees	6.00
Stacey Sones	March Janitorial Services	50.00
Jacquelyn Otterbein	2023 Audit	100.00
Melinda Bender	2023 Audit	100.00
Diane Buck	2023 Audit	100.00
UGI Utilities	Gas Heat	180.31
Lyc. Cty. Prothonotary	2023 Audit Report	14.75

Marco Technologies	Copier Expense	69.46
Column Software	Advertisement Lawn Mowing Bids	243.32
West Branch COG	2024 Dues & Ins. Assessment	82.00

Invoices April 1, 2024 council invoices continued.

A motion was made by Linda Sosniak and seconded by J.R. Rishel to pay invoices presented for payment and invoices paid since the April 1, 2024 council meeting. Motion carried.

Police Report – Council reviewed the March report. In the month of March there were a total of (4) incidents reported with no traffic citations or warnings issued for the month. Council discussed the lack of action concerning speeding on route 220. Council will monitor monthly police reports thru September and if no appreciative activity is reported, council will consider changes to the 2025 police contract.

New Business – Opening 2024 Lawn Mowing Bids – Council received the following bids.

Two Guys Mowing Service	\$250.00 per mowing.
Koz’s Landscaping	\$274.00 per mowing.

A motion was made by Frank Shetler and seconded by J.R. Rishel to award the 2024 lawn mowing contract to Two Guys Mowing Service. Motion carried.

Proposed Solar Energy System Sample Ordinance – Council reviewed the proposed sample ordinance and instructed the secretary to forward a copy to the borough solicitor for his review with following council concerns.

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The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

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Treasurer’s Report	General Fund	\$ 206,079.83
	Highway Fund	35,934.95
	Act 13 Impact Fee	44,645.97
	COVID – 19 ARPA	2,760.06

A motion was made by Frank Shetler and seconded by David Hitesman to accept the April 1, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the April 1, 2024 council meeting.

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Hughesville Borough	April Police Report	2,634.00

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Comcast Business	Internet Charge	92.90
State Workers Insurance	Workers Comp. Fire Co.	588.00
State Workers Insurance	Workers Comp Employees	6.00
Stacey Sones	March Janitorial Services	50.00
Jacquelyn Otterbein	2023 Audit	100.00
Melinda Bender	2023 Audit	100.00
Diane Buck	2023 Audit	100.00
UGI Utilities	Gas Heat	180.31
Lyc. Cty. Prothonotary	2023 Audit Report	14.75

Marco Technologies	Copier Expense	69.46
Column Software	Advertisement Lawn Mowing Bids	243.32
West Branch COG	2024 Dues & Ins. Assessment	82.00

Invoices April 1, 2024 council invoices continued.

A motion was made by Linda Sosniak and seconded by J.R. Rishel to pay invoices presented for payment and invoices paid since the April 1, 2024 council meeting. Motion carried.

Police Report – Council reviewed the March report. In the month of March there were a total of (4) incidents reported with no traffic citations or warnings issued for the month. Council discussed the lack of action concerning speeding on route 220. Council will monitor monthly police reports thru September and if no appreciative activity is reported, council will consider changes to the 2025 police contract.

New Business – Opening 2024 Lawn Mowing Bids – Council received the following bids.

Two Guys Mowing Service	\$250.00 per mowing.
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A motion was made by Frank Shetler and seconded by J.R. Rishel to award the 2024 lawn mowing contract to Two Guys Mowing Service. Motion carried.

Proposed Solar Energy System Sample Ordinance – Council reviewed the proposed sample ordinance and instructed the secretary to forward a copy to the borough solicitor for his review with following council concerns.

#1 Ordinance is for open space district. Will other district be permitted to install.

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May 6, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, Linda Sosniak, Mary Brink, J. R. Rishel, David Hitesman, Erin Shelinski and Mayor David Bender.

Guest – Nancy Dorman and Mrs. Tara Weaver  
Fire Chief Allan Little and Richard Sprout.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes May 6, 2024 – A motion was made by David Hitesman and seconded by J.R. Rishel to accept the May 6, 2024 minutes as presented. Motion carried.

Treasurer's Report	General Fund	\$ 228,243.43
	Highway Fund	36,018.11
	Act 13 Impact Fee	44,751.06
	COVID – 19 ARPA	2,767.07

A motion was made by Linda Sosniak and seconded by David Hitesman to accept the May 6, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the May 6, 2024 council meeting.

UGI Utilities	Gas Heat	\$106.24
Hughesville Borough	Police Report	2,634.00

Following invoices paid since the April 1, 2024 council meeting.

Elm Financial Services	Intuit & Office Supplies	\$ 83.91
County of Lycoming	2024 Tax Bills	454.50
Comcast Business	Internet Expense	92.90
State Workers Insurance	Workers Comp Fire Co.	582.00
Stacey Sones	Janitorial Services	50.00
Intrada Technologies	Computer Problems	125.93

Windstream	Telephone Expenses	66.93
McCormick Law Firm	Legal Fees Ordinance	25.00
Dominick Spencer	Pot Hole Work	100.00

Invoices May 6, 2024 council meeting continued.

Elan Financial Services	Staples Ink Cartridge	210.83
Marco Technologies	Copier Expense	75.81
Duane Gardner Excavation	Brick Chips -COVD Ramp	1,558.33

A motion was made by Linda Sosniak and seconded by David Hitesman to pay invoices presented for payment and invoices paid since the April 1, 2024 council meeting.  
Motion carried.

Police Report – Council reviewed the April report. In the month of April there were a total of (5) incidents reported with (2) citation – warning issued for the month

Fire Chief Report – Chief Little reported total incidents are running high. Chief also reported that the company received a \$140,000. federal grant which was used to update equipment.

Standing Committee Reports.

Parks & Property – Annual fishing derby was held on a damp & raining day.

Sanitations & Health – Secretary reported pumping notices will be mailed the Month of June.

Person To Be Heard – Mrs. Tara Weaver resident of 43 Center Street was present and briefed council on the incident that occurred to her while she made a right- hand turn, traveling north on RT220 onto Bank Alley. As she was proceeding north, she met two cars coming south and they made her back her car onto RT 220 so they could proceed rather than them backing up. Ms.Tara is requesting that council consider making Bank Alley and Short Alley one way traffic. Secretary will contact Penn Dot requesting the procedure to make the change and will contact the solicitor to draw up a borough ordinance.

Unfinished Business.

Proposed Solar Energy System Ordinance 2024-01 – After council reviewed the proposed ordinance, it was their desire to draft an ordinance that would prohibit a solar energy system to be allowed in the borough. The proposed ordinance as presented will allow a system to be installed in Open space. The secretary believes that the borough must provide some space and this ordinance sets open space to satisfy the borough code.

Secretary instructed to consult the borough solicitor, if the proposed ordinance as presented meets the borough code.

#### Borough Reports.

Code Enforcement – Ordinance violation notice was sent to Daniel Girard, 165 N. Main Street. Accumulation junk.

Emergency Management Coordinator – No. Report.

Representative East Lycoming Recreation Authority Bruce Little, borough representative for the East Lycoming Recreation Authority was not present. Mr. Little notified the borough secretary, via phone that the authority has (1) opening on the board.

Representative West Branch COG – Secretary reported that oiling & chipping bids will be opened at the May 21 COG meeting. Secretary reported the borough has total bid request for \$45,000. Secretary requested and received permission that if bids come in \$45,000. or less he can accept the bid thru the COG.

Secretary instructed to hold open the enclosed pavilion for August 10 for possible borough use.

Being no further business, a motion was made by David Hitesman and seconded by J.R. Rishel to adjourn the meeting.

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June 3, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, Linda Sosniak, Mary Brink, J.R. Rishel, David Hitesman, Erin Shelinski, Frank Shetler and Mayor David Bender.

Guest – Carl Green – Employee East Lycoming School – Ferrell  
Bruce Little – Borough Representative East Lycoming Recreation Authority

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes May 6, 2024 – A motion was made by David Hitesman and seconded by J.R. Rishel to accept the May 6, 2024 minutes as presented. Motion carried.

Treasurer's Report	General Fund	\$ 238,918.22
	Highway Fund	36,103.67
	Act 13 Impact Fee	45,291.13
	COVID – 19 ARPA	2,773.87

A motion was made by J.R. Rishel and seconded by Frank Shetler to accept the June 3, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the June 3, 2024 council meeting.

UGI Utilities	Gas Heat	\$ 45.77
Hughesville Borough	Police Report	2,634.00
Perciballi & Williams	Legal Expense – Warg Hearing	240.04
P P & L	Electric Bill Office	65.60
P P & L	Electric Bill Flag Pole	25.40
P P & L	Electric Bill Street Lights	851.55
P P & L	Electric Bill Park	29.27
Picture Rocks Vol Fire Co.	Semi-Annual Budget	10,750.00

Following invoices paid since the May 6, 2024 council meeting.

Comcast Business	Internet Expenses	92.90
Intrada Technologies	Computer Problems	41.98
State Workers Ins. Funds	Workers Comp Fire Co.	588.00
Invoices June 3, 2024 council meeting continued		
Windstream	Telephone Bill	66.93
Column Service	Lawn Mowing Bids	155.32
Two Guys Mowing	Lawn Mowing Month April	1,000.00
Marco Technologies	Copier Expense	69.46

A motion was made by David Hitesman and seconded by Linda Sosniak to pay invoices presented for payment and invoices paid since the May 6, 2024 council meeting.

Standing Committee Reports.

Street – Secretary reported the Oiling & Chipping Road contract thru the COG was awarded to Russell Standard at the cost of \$39,967.68. The total contract thru the COG was a savings to the borough of \$4,351.32. As of this no date on when the work will be started.

Shade Tree – President Gansell reported that sidewalk trees thru out the borough need trimmed. It is the property owner responsibility to maintain the tree limbs .

Police Report – Council reviewed the June report. In the month of June there were a total of (4) incidents reported with (1) citation-traffic issued for the month.

Unfinished Business – After open review at the May council meeting, the secretary was instructed to contact the borough solicitor concerning the language in the proposed ordinance to allow a solar system in Open space. It was council desire not to allow a solar system in any space. The solicitor answer to the question. The Borough Code states that the borough must provide some space and the proposed ordinance 2024-01 sets open space to satisfy the borough code.

A motion was then made by Linda Sosniak and seconded by David Hitesman to adopt Ordinance #2024-01 as written. Motion carried.

New Business – One Way Street Bank Alley & Short Alley.- At the May 6, 2024 council meeting a request was made by Mrs. Tara Weaver, resident of 43 Center Street to make Bank Alley and Short Alley one way traffic. Secretary was instructed to contact Municipal Service for the procedure to make the change. Greg Dibble, Municipal Service inform the secretary that we must adopt an ordinance. The state will not require a traffic study. Mr. Dibble made the following recommendations.

- (1) All traffic will enter Bank Alley from State Rte. 220, one way, traveling North to Elm Street.
- (2) All traffic will enter Short Alley from Elm Street. Short Alley will be a two-way street approximate 240 Ft. South.

New Business continued.

A motion was made by J.R. Rishel and seconded by David Hitesman to accept the Municipal Service recommendations and request the borough solicitor to prepare the proposed ordinance for adoption.

Representative East Lycoming Recreation Authority - Bruce Little, borough representative for the East Lycoming Recreation Authority brief members on the ongoing authority. Mr. Little informed council of the resignation from board member Thomas Zavalydriga effective May 1, 2024. Mr. Little also informed council that the authority appointed Ms. Mckenna Long to fill Mr. Zavalydriga term on the Authority.

A motion was made by David Hitesman and seconded by Erin Shelinski to approve the changes. Motion carried.

Representative West Branch COG: Secretary reported that unless problems come up with the oiling & chipping contract there will not be another meeting until September.

Individual Council Members – President Gansell briefed council on the proposed program that will be held at the park on August 10, 2024. President Gansell stated there will be a band and several vendors have been contacted. Several council members will meet at the park on June 10, 2024 to study needs to be done prior to the even.

Carl Renn – Employee at the Ferrell school was present and will volunteer his services to help as needed.

## PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

BOROUGH OF PICTURE ROCKS  
P.O. BOX 410  
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July1, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, Mary Brink, J.R. Rishel, David Hitesman, Erin Shelinski, and Frank Shetler.

Guest — Gary Hockenberry — Picture Rocks Fire Company  
Bruce Little — Borough Representative East Lycoming Recreation Authority

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes June 3, 2024 — A motion was made by David Hitesman and seconded by Frank Shetler to accept the June 3, 2024 minutes with change. Motion carried.

Treasurer's Report	General Fund \$	223,885.24
	Highway Fund	36,195.41
	Act. 13 Impact Fee	45,358.52
	COVID-19 ARPA	2,780.92

A motion was made by J.R. Rishel and seconded by David Hitesman to accept the June 3, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the July 1, 2024 council meeting-

Hughesville Borough	June Police Report	\$ 2,634.00
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Following invoices paid since the June 3, 2024 council meeting.

Dawn Sweeley	Stenographer Warg Hearing	\$ 100.00
Eugene Otterbein	Maint. Handicap Ramp	258.00
Perciballi & Williams	Legal Expenses Warg Hearing	
Fred Hamm Inc.	Garbage Service June	303.19

Wolf Township	Mowing Borough Streets	75.00
Timothy Wertz	Weeds Park & Road	297.50
Code Inspections Inc.	Warg Zoning Hearing Expense	50.00
State Workers Inc.	Workers Comp. Fire Co.	586.00
State Workers Inc.	Workers Comp. Employees	11.00
Invoices June 3, 2024 council meeting continued.		
McCormick Law Firm	Legal Fees Proposed Ordinance	25.00
Stacey Sones	Janitorial Services	50.00
Metzier Forest Products	Wood Chips Park	1,310.00
A.M. Logging	Wood Chips Park	1,104.25

A motion was made by Frank Shetler and seconded by David Hitesman to pay invoices presented for payment and invoices paid since the June 3, 2024 council meeting. Motion carried.

Correspondence List June 4, 2024 — June 26, 2024

From: East Lycoming Recreation Authority  
 Subj: Agenda June 6 — Minutes May 2, 2024

Standing Committee Reports.

Street -Secretary reported that no date has been set for the oiling & chipping contract for 2024.

Police Report.- Council reviewed the June report. In the month of June there were a total of (6) incidents reported with no citation-traffic citation issued for the month.

Fire Chief— In the absence of the Fire Chief , Gary Hockenberry reported that the fire company will be conducting an open house August 6, 2024 between the hours of 5PM — 8PM. Residents are invited to view the equipment.

Person t To Be Heard — Bruce Little, resident of 107 S. Main Street, briefed council on the accumulation of trees-brush etc. under the 220 bridge. Secretary instructed to contact Penn Dot and bring to their attention.

Unfinished Business/

Tree Trimming Route 220 — Question came up if Penn College students would be interested in trimming the trees. Council person Erin Shelinski will contact her husband to see if the college would be interested in performing the work.

Proposed Ordinance Bank & Short Alley — After review by council and notification by the borough solicitor that he has no issues with the ordinance as drafted. A motion was made by Frank Shetler and seconded by David Hitesman to advertise the proposed ordinance in the newspaper. Action will be taken at the August 5, 2024 council meeting. Motion carried.

Up-Date Proposed August 10, 2024 Program — Council person Erin Shelinski reported that the borough has twelve vendors, three food trucks and music interested in participating in the August 10, 2024 programs at the park

Up-Date Parks Needs Review - Council Person Erin Shelinski gave to the borough secretary a listing of maintenance projects that need to be address in the 2025 budget process.

Representative East Lycoming Recreation Authority — Bruce Little, borough representative for the East Lycoming Recreation Authority brief members on the ongoing activities for the authority.

Representative West Branch COG — No meeting in June.

Being no further business, a motion was made by J.R. Rishel and seconded by Erin Shelinski to adjourn the meeting.

PICTURE ROCKS BOROUGH



William N. Dorman

Secretary

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August 5, 2024

The Picture Rocks Borough Council met in regular session with the following members present: Craig Gansell, Linda Sosniak, Mary Brink, David Hitesman, Erin Shelinski, Frank Shelter and Mayor David Bender.

Guest – Bruce Little - Borough Representative East Lycoming Recreation Authority.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes July 1,2024 – A motion was made by Frank Shetler and seconded by Erin Shelinski to accept the July 1, 2024 minutes as presented. Motion carried.

Treasurer’s Report	General Fund	\$ \$ 228,880.59
	Highway Fund	38,284.42
	Act. 23 Impact Fee	55,715.90
	COVD – 19 ARPA	2,787.76

A motion was made by David Hitesman and seconded by Linda Sosniak to accept the August 5, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the August 5, 2024 council meeting.

Hughesville Borough	July Police Report	\$ 2,634.00
P P & L	Electric Bills	983.49
UGI Utilities	Gas Heat	27.72

Following invoices paid since the July 1, 2024 council meeting.

USPS	(2) Rolls Postage Stamps	136.00
Comcast	Internet Service	92.90
Wolf Township	Mowing	75.00
McCormick Law Firm	Legal Fees Ord. Bank & Short	25.00

Gardner's Tree Service	Tree Rocks Park – Trim Trees	2,400.00
Column Software	Advertisement Ord. #2024-02	146.95
Berger Septic	Porta Potties Park	165.00

Invoices August 5, 2024 council meeting.

Windstream	Telephone Bill	72.69
Stacey Sones	Cleaning Borough Office	50.00
Marco Technologies	Copier Expense	69.46
William N. Dorman	Grass Seed & Weed Killer	34.24

A motion was made by Frank Shetler and seconded by Erin Shelinski to pay invoices presented for payment and invoices paid since the July 1, 2024 council meeting. Motion carried.

Correspondence list July 2, 2024 – August 5, 2024.

From: East Lycoming Recreation Authority  
 Subj: Roster for 2024

From: Larson, Kellett & Associated  
 Subj: Audit Report December 31, 2023 & 2022

Fire Chief – No Report Presented

Police Report – Council reviewed the July report. In the month of July there were a total of (5) incidents reported with (1) citation – traffic citation issued for the month.

Unfinished Business.

Proposed Ordinance Bank & Short Alley – A motion was made by Linda Sosniak and seconded by David Hitesman to adopt ordinance #2024-02 making changes to Bank & Short Alley. Motion carried.

Update August 10, 2024 Park Program. Council person Erin Shelinski reminded member of the date and hope to see good weather and good turn out.

New Business:

DGK -James Davis – 2024- 2025 Borough Insurance Package.



Mr. Davis reviewed with council the proposed coverage for 2024-2025. Building and contents limits were increased for inflation. The total cost for coverage will be \$2,550. The cost for the fire company was not available at this meeting.

A motion was made by David Hitesman and seconded by Linda Sosniak to accept the 2024/2025 insurance package. 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.

Representative West Branch COG – Secretary informed council that the next COG meeting will be September 17, 2024.

Being no further business, a motion was made by David Hitesman and seconded by Linda Sosniak to adjourn the meeting.

### PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

A. Sanitation and Health

1

Standing Committee Reports Continued.

PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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September 3, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, Mary Brink, David Hitesman, Erin Shelinski, J.R. Rishel and Mayor David Bender.

Guest - Crystal Gansell – Resident of 85 Laurel Run Road.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes August 5, 2024 – A motion was made by David Hitesman and seconded by J.R. Rishel to accept the August 5, 2024 minutes as presented. Motion carried

Treasurer's Report	General Fund	\$ 212,033.08
	Highway Fund	36,376.62
	Act 13 Impact Fund	55,715.90
	COVID – 19 ARPA	2,794.84

A motion was made by J.R. Rishel and seconded by David Hitesman to accept the September 3, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the September 3, 2024 council meeting.

Hughesville Borough	August Police Report	\$ 2,634.00
UGI Utilities	Gas Heat	28.72

Following invoices paid since the August 5, 2024 council meeting.

Tim Wertz	Paint Front Enclosed Paviloin	272.53
Shelinski Landscaping	Landscaping (7) Locations	2,070.00
Gardner's Tree Service	Remove Tree Laurel Run	200.00

Windstream	Telephone Bill	67.16
Stacey Sones	August Janitorial Service	50.00
Marco Technologies	Copier Expense	74.45
State Workers Ins. Fund	Workers Comp. Fire Co.	4,909.00
State Workers Ins. Fund	Workers Comp. Employees	2,526.00
Berger Septic	Portable Toilets Park	165.00

Invoices paid presented September 3, 2024 continued.

Holiday Design	(100) LED Bulbs Xmas Lights	102.46
Column Software	Ordinance #2024-02	146.96
DGK Insurance	Insurance Package	4,212.00

A motion was made by J.R. Rishel and seconded by David Hitesman to pay invoices presented for payment and invoices paid since August 5, 2024 council meeting. Motion carried. Note councilperson Erin Shelinski abstained from voting, a family member listed as payee on the bills.

#### Standing Committee Reports

Sanitation and Health – Secretary reported that (64) pumping notices were mailed to property owners. The final due date, to be in compliance with the zoning ordinance is September 31, 2024.

Police Chief Report – Council reviewed the July – August report. In the month of July 24, 2024 – August 27, 2024 there no traffic citation issued.

Fire Chief – No report presented.

New Business.

Snow Removal Bids for 2024/2025.

The following snow removal bids for 2024/2025

Green Valley Paving.

Hourly rate per vehicle plowing/cindering/salting	\$97.00 Per Hour
Hourly rate for skid steer loading cinders	50.00 Per Hour
Houring rate equipment needed for loading & hauling of snow after heavy snow.	
Dump Truck	110.00 Per Hour

	Skid Steer	85.00 Per Hour
	Backhoe	90.00 Per Hour
Minimum call out time	(2) Hours	97.00 Per Hours

A motion was made by David Hitesman and seconded by Erin Shelinski to accept the 2024/2025 snow removal bid. Motion carried

New Business continued.

Bid Metal Roof Grandstand – Secretary reported that we have \$2,794.82 left to spend in the COVID -19 grant or we will be required to return the funds .The secretary received a bid price of \$4,200.00 to replace the grandstand with metal roofing over the existing shingles.

After open discussion, council decided that the \$4,200.00 money to replace the shingles with metal roofing was not the best use of the funds. Secretary was to secure a price to replace the present sign that was required with grant money received from the state.

President Gansell announced the October 7, council meeting will start at 6:15 PM. The purpose of the 6:15 PM will be to hold discussion on the upcoming 150<sup>th</sup> centennial to be held in September 27, 2025.

Being no further business, a motion was made by David Hitesman and seconded by J.R. Rishel to adjourn the meeting.

PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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October 7, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, Mary Brink, David Hitesman, Erin Shelinski, Frank Shetler and Linda Sosniak.

Guest – Al Little and Rick Sprout representing Picture Rocks Fire Co.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

President Craig Gansell stated that an Assistant Secretary needed appointed to cover Secretary Bill Dorman’s absence. Motion was made by President Gansell and seconded by Dave Hitesman to appoint Linda Sosniak to serve as Assistant Secretary during Secretary Dorman’s absence.

Minutes September 3, 2024 – A motion was made by David Hitesman and seconded by Frank Shetler to accept the September 3, 2024 minutes as presented. Motion carried

Treasurer’s Report	General Fund	\$ 212,463.07
	Highway Fund	36,468.74
	Act 13 Impact Fund	55,851.30
	COVID – 19 ARPA	2,801.92

A motion was made by Dave Hitesman and seconded by Erin Shelinski to accept the October 7, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented at the September 3, 2024 council meeting.

Hughesville Borough	September Police Report	\$ 2,634.00
UGI	Gas Heat	28.72

Fred Hamm Inc.	Sept Park Disposal	303.19
Two Guys Mowing Service	Sept Mowing	1000.00

Following invoices paid since the September 3, 2024 council meeting.

Tim Wertz	Paint Front Enclosed Paviloin	272.53
Shelinski Landscaping	Landscaping (7) Locations	2,070.00
Gardner’s Tree Service	Remove Tree Laurel Run	200.00
Windstream	Telephone Bill	67.16
Stacey Sones	August Janitorial Service	50.00
Marco Technologies	Copier Expense	74.45
State Workers Ins. Fund	Workers Comp. Fire Co.	4,909.00
State Workers Ins. Fund	Workers Comp. Employees	2,526.00
Berger Septic	Portable Toilets Park	165.00
Holiday Design	(100) LED Bulbs Xmas Lights	102.46
Column Software	Ordinance #2024-02	146.96
DGK Insurance	Insurance Package	4,212.00
Cargill Inc.	2024 Salt Agreement #8995016	1,648.05
Cargill Inc.	2024 Salt Agreement #8995016	1,643.07
Cargill Inc.	2024 Salt Agreement #8995016	1,650.18
Russell Standard	2024 Road Contract Thru COG	9,967.68
Russell Standard	2024 Road Contract Thru COG	30,000.00
Column Software	Advertising Snow Bids	283.91
Eian Financial Services	Supplies & Cyber Insurance	374.29
UGI	Gas Heat	36.53

A motion was made by Dave Hitesman and seconded by Frank Shetler to pay invoices presented for payment and invoices paid since September 3, 2024 council meeting. Motion carried.

#### Correspondence

A letter from Eugen Otterbein stating that he will plan and execute the annual Picture Rocks Halloween Open House. Stated that he anticipated spending \$300 for this activity.

#### Standing Committee Reports

Sanitation and Health – Assistant Secretary reported that (26) pumping receipts not yet received from property owners. The final due date, to be in compliance with the zoning ordinance was September 30, 2024. A second notice will be sent.

Police Chief Report – Council reviewed the August-September report.

Fire Chief – Chief Little reported 228 incidents year to date: 122 ambulance and 106 fire and rescue. Stated that the fire company received \$250,000 grant. They purchased 20 portable radios and 10 other radios.

New Business.

Motion was made by Erin Shelinski and seconded by Dave Hitesman to set the Halloween for the borough as October 31<sup>st</sup>, 20024 from 6:00 PM – 8:00 PM and to approve spending the 2024 Budget of \$350 for supplies for the Annual Halloween Open House at the Borough Building. Motion Carried

New Business continued.

First Reading of the 2025 Proposed Budget for the General fund, State fund, and Aet 13 And line items were reviewed. Stated that the line item for Hughesville Police may change.

President Gansell asked for an update about the RT 220 paving, curbing, and ADA ramps. Asst. Secretary Sosniak responded that she had completed and submitted a grant application for the Lycoming County Fuels Grant for \$24,000 to cover the estimate for the curbs and ADA ramps. She also stated that Penn Dot Representative Rebecca Jackson said that the cost of the curbing & ADA ramps could be included in the project and that the Borough would receive a bill once the project is completed approximately June or July. There would be no interest charged. A motion was made by Dave Hitesman and seconded by Frank Shetler to have Penn Dot include the curbing and ADA ramps in the Penn Dot project. The motion Carried.

Borough Reports

Emergency Management Coordinator

Chief Al Little stated that by 2026 the Fire company has three phones that will be outdated and they will need at least two of them replaced at an approximate cost of \$4000 each.

Chief Little also stated that there will be an Ambulance meeting on October 8, 2024 and that he will report back.

President Gansell announced the November 4, council meeting will start at 6:15 PM. The purpose of the 6:15 PM will be to hold discussion on the upcoming 150<sup>th</sup> centennial



to be held in September 27, 2025.

Council member Linda Sosniak volunteered to contact Penn Dot to get information about an application to hold a parade for the Centennial celebration.

Being no further business, a motion was made by David Hitesman and seconded by Erin Shelinski to adjourn the meeting.

PICTURE ROCKS BOROUGH

Linda K. Sosniak  
Assistant Secretary

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November 4, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, David Hitesman, Erin Shelinski, Frank Shetler and Linda Sosniak, JR Rishel, Bill Dorman and Mayor Dave Bender.

Guest – Al Little and Rick Sprout representing Picture Rocks Fire Co, Al Little, East Lycoming Recreation Authority, and Kim Shuler.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes October 7, 2024 – A motion was made by David Hitesman and seconded by JR Rishel to accept the October 7th, 2024 minutes as presented with two typo corrections. Motion carried

Treasurer's Report	General Fund	\$ 215,242.55
	Highway Fund	6558.73
	Act 13 Impact Fund	55,917.41
	COVID – 19 ARPA	2,808.83

A motion was made by Dave Hitesman and seconded by Erin Shelinski to accept the November 4, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented for the November 4, 2024 council meeting.

UGI Energy	October Energy Bill Boro	63.03
De Lage Landen Financial	October Copier Statement	73.21
Hughesville Borough	October Police Service	2634.00
Eugene Otterbein	Halloween Supplies	26.00
Journey Bank Credit Card	Roll of Postage Stamps	73.00
Comcast Business Service	Comcast Internet Service Nov	92.90

Following invoices paid since the October 7, 2024 council meeting.

Comcast Business	Comcast Internet Service Oct	92.90
Lockard Agency Inc.	Treasure Bond Renewal	533.00
McCormick Law Firm	phone call various issues	25.00
State Workers Insurance	Insurance Workers Comp Fire Company	514.00
Berger Sanitation	Sept Toilets & Handicap close	290.00
Lockard Agency Inc.	Assistant Treasure Bond	533.00
Windstream	Monthly Telephone Bill INV 10-16-2024	67.42
Jami Nolan	Septic Tank Permit 2023-039 Shamburg	420.00
Walmart	Halloween Supplies	175.00

A motion was made by JR Rishel and seconded by Dave Hitesman to pay invoices presented for payment and invoices paid since October 7, 2024 council meeting. Motion carried.

#### Correspondence

Meeting minutes for September and October East Lycoming Recreation Authority were received and presented for review.

#### Standing Committee Reports

Sanitation and Health – Assistant Secretary reported that (21) pumping receipts not yet received from property owners. A second notice was mailed to the delinquent property owners with a final due date of December 15, 2024. Those not in compliance by Dec. 15<sup>th</sup> will receive a certified letter with ten days to comply.

Police Chief Report – Council reviewed the September-October report.

Fire Chief – Chief Little stated that he did not have much to report

Person to Be Heard- Property owner, Kim Shuler addressed borough with her problem with three stray cats on her property. Stated she called SPCA and they can not take the cats. Linda Sosniak stated that she would call LAPS to see if they can help.

Unfinished Business. Outstanding COVID monies needs to be spent by 12/31/2024. Council member, Erin Shelinski made a presentation to council with several suggestions to utilize the monies at the Van Renslear Park. They included metal picnic tables, playground equipment, and refurbishing the baseball field. A motion was made by Frank Shetler and seconded by JR Rishel to set up a meeting with Ryan Messner, owner of Pioneer Landscaping & Excavating to discuss his proposal and estimate for \$3900.

Motion carried. Erin stated that the Girls of Tomorrow Foundation would make a donation of \$2000 to help with cost to update the field.

Erin also stated that the creek is used for the fishing derby and that the creek bank needs dug out. She will reach out to Josh Gardner from consolidated Sportsman to see if they would be interested in helping.

A motion was made by Frank Shetler and seconded by JR Rishel for a meeting to be setup by Erin Shelinski and Bill Dorman to meet contractor Ryan Messner and discuss proposal for baseball field. They were given authority to hire contractor if they accepted his proposal.

New Business continued.

Second Reading of the 2025 Proposed Budget for the General fund, State fund, and Aet 13 and line items were reviewed. Stated that the line item for Hughesville Police may change. The line item for Curbing Main Street 2025 was increased by \$7000 due to an error in the original estimate. An income line item was added for East Lycoming Ambulance Service for \$15, 872 or ½ mill and also an expense line item for the same amount. A motion was made by Craig Gansel and seconded by Dave Hitesman to have Bill Dorman setup a meeting with Mayor Richard Smith to present a counter proposal for the 2025 Hughesville Police Contract. This would reduce the hours to 30 hours per month with no traffic control. And increase the hourly wage by 2.5% or \$67.50. The monthly amount would be \$2765. Motin carried.

A motion was made by Dave Hitesman and seconded by Frank Shetler to increase the Secretary/Treasurer wage by 3% to \$21.17 per hour. Motion carried.

A motion was made by Craig Gansell and seconded by Dave Hitesman to approve Resolution 2024-04 Local Share Grant Resolution for the \$210,000 monies we have been awarded. Motin carried.

A motion was made by Frank Shetler and seconded by Dave Hitesman to approve the 2025 Picture Rocks Fire Company Agreement. Paperwork was given to Al Little to have the Fire Chief sign and return to borough. Motion carried.

#### Borough Reports

Al Little reported that it is very dry and everyone needs to be very careful burning. A motion was made by Dave Hitesman and seconded by Erin Shelinski to post a no burning ban on the borough website until further notice. Motion carried.

Bruce Little stated that there is a volunteer dinner being held on Wednesday 11/6/2024. He submitted two months of East Lycoming Recreation Authority minutes.

Linda Sosniak submitted her resignation from borough council effective October 8, 2024. A motion was made to accept the resignation by Frank Shetler and seconded by Dave Hitesman. Motion carried.

A motion was made by JR Rishel and seconded by Erin Shelinski to pass Resolution 2024-05 to appoint Linda K. Sosniak as assistant Treasurer. Motion carried.

Being no further business, a motion was made by David Hitesman and seconded by Erin Shelinski to adjourn the meeting. Motion carried.

The next meeting will be held on December 2, 2024.

PICTURE ROCKS BOROUGH  
Linda K. Sosniak  
Assistant Secretary

**BOROUGH OF PICTURE ROCKS  
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December 26, 2024

The Picture Rocks Borough Council met in special session with the following members present. Craig Gansell, David Hitesman, Erin Shelinski, Frank Shetler, Mary Brink, JR Rishel, Matt Charles, Bill Dorman, Linda Sosniak and Mayor Dave Bender.

Guests – Bruce Little, East Lycoming Recreation Authority, Hughesville Mayor Richard Smith, Hughesville Borough President, Andy Mook, Rick Sprout, Dave Hicks.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Council meeting began with a discussion of the Hughesville Borough Police Contract for 2025.

Dave Hicks spoke representing the Picture Rocks Fire Company stating that the police respond to ambulance calls for the fire company. Ambulance calls are picking up. Sometimes a 2<sup>nd</sup> due log is necessary.

Hughesville Mayor Smith stated that the new contract does not spell out a specific amount of time for traffic control but they will do some when available.

Council member Matt Charles spoke for the contract stating he feels it is safer for his children to have the Hughesville Police available to call.

Frank Shetler spoke in favor of approving the new contract.

Dave Hitesman stated he feels we should have police protection but that he agrees with Mayor Bender, that the police need to be held accountable for their time.

A motion was made to approve the 2025 Hughesville Police contract by Matt Charles and was seconded by Frank Shetler.

The vote was 6-1 in favor of approving the contract for 2025. Motion carried.

A motion was made by Dave Hitesman and seconded by JR Rishel to approve the 2025 SEO Contract for Jami Nolan. Motion Carried.

The final review of the 2025 budget for the General Fund, Act 13 Fund, and State Hwy Fund was discussed. A motion was made by JR Rishel and seconded by Dave Hitesman to approve the new budgets as proposed with a correction made to the line item 414.08 to \$31,608. Motion Carried.

The Meeting was adjourned by Council President Craig Gansell.

The next meeting will be held on January 6, 2025.

PICTURE ROCKS BOROUGH

Linda K. Sosniak

Assistant Secretary

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December 2, 2024

The Picture Rocks Borough Council met in regular session with the following members present. Craig Gansell, David Hitesman, Erin Shelinski, Frank Shetler, Mary Brink, JR Rishel, Bill Dorman, Linda Sosniak and Mayor Dave Bender.

Guests – Bruce Little, East Lycoming Recreation Authority, Hughesville Mayor Richard Smith, Hughesville Borough President, Andy Mook, Christie Mann, and Terry Shaner.

The meeting was called to order by President Craig Gansell, followed by the Pledge of Allegiance and a moment of silence.

Minutes November 4, 2024 – A motion was made by David Hitesman and seconded by Erin Shelinski to accept the Nov. 4, 2024 minutes as presented with one typo correctios. Motion carried

Treasurer’s Report	General Fund	\$ 211,151.83
	Highway Fund	6609.82
	Act 13 Impact Fund	55,985.66
	COVID – 19 ARPA	2815.77

A motion was made by Erin Shelinski and seconded by JR Rishel to accept the December 2, 2024 financial report as presented and file for audit. Motion carried.

Following invoices presented for the December 2, 2024 council meeting.

Wolf Township	Christmas Lights	175.00
P P & L	Picture Rocks Boro Acct 78810-55006	24.79
P P & L	Acct 73810-55006	54.74
P P & L	Acct 61254-41014	25.09
P P & L	Acct 40425-00009	874.33
Two Guys Mowing Inv. 616	October Mowing & Trimming	1000.00
Hughesville Borough	November Police Service	2634.00
Two Guys Mowing Inv. 617	Bank Trimming Bridge to Bridge	2000.00
De Lage Landen Financial	November Copier Statement	73.21

Following invoices paid since the November 4, 2024 council meeting.



UGI Energy	October Energy Bill Boro	63.03
De Lage Landen Financial	October Copier Statement	73.21
Hughesville Borough	October Police Service	2634.00
Eugene Otterbein	Halloween Supplies	26.00
Elan financial Services	Roll of Postage Stamps	73.00
Comcast Business Service	Comcast Internet Service Nov	92.90
Jami Nolan	75 North Main St. Septic Permits	1650.00
Code Inspection Inc	Tami Smith Weed Violation Notice	50.00
Topp Business Solutions	quarterly copies	23.83
Stacey Sones	November Cleaning	50.00
McCormick Law Firm	Inv. 157226 legal asst fire tax	37.50
State Worker's Ins Fund	Policy # 0590373 Premium Installment 3	514.00
Column Software PBC	Three ads for 2025 Proposed Budget	255.53

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A motion was made by JR Rishel and seconded by Erin Shelinski to pay invoices presented for payment and invoices paid since November 4, 2024 council meeting. Motion carried.

Correspondence;

Email from Morgan Snook

Standing Committee Reports

Sanitation and Health – Assistant Secretary reported that (11) pumping receipts not yet received from property owners. A second notice was mailed to the delinquent property owners with a final due date of December 15, 2024. Those not in compliance by Dec. 15<sup>th</sup> will receive a certified letter with ten days to comply.

Police Chief Report – Council reviewed the October-November report.

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Fire Chief – no report

Persons to be heard: Terry Shaner raised concerns about the traffic speeding thru town and the police failure to address the violations.

Unfinished Business.

American Rescue Plan-Outstanding COVID monies needs to be spent by 12/31/2024. Council member, Erin Shelinski, Bill Dorman, and Linda Sosniak met with Ryan Messner owner of Pioneer Landscaping & excavating to discuss the plans and cost to repurpose the baseball field. The total cost would be \$3930 with \$2815.97 coming from the COVID funds and the balance a donation from Girls of Tomorrow Foundation. A

motion was made by Erin Shelinski and seconded by Dave Hitesman to draw up a contract and notify Ryan Messner that he can proceed with the project. Motion carried. Erin stated that the Girls of Tomorrow Foundation would make a donation of \$2000 to help with cost to update the field.

Erin Shelinski gave an update about the park creek. She stated that two representatives of Dep and Josh Gardner met with Bill Dorman and Linda Sosniak at the park to look at possible options to increase the depth of the creek for the fishing derby.

Hughesville 2025 Proposed Police Contract- A counter offer was made by Mayor Rick Smith to keep the cost of the contract the same (\$2634) but to drop the ten hours of traffic monitoring. The police would patrol in & out, assist on ambulance calls, handle emergencies and accidents, and monitor traffic when time allowed. There was much discussion among the council members. Mayor Bender stated that he has a problem with the police not being held accountable for their time. Hughesville Borough would pay for the cost to paint new lines. A motion was made by JR Rishel and seconded by Erin Shelinski to table the discussion and hold another meeting on December 26, 2024.

A motion was made by Craig Gansell and seconded by JR Rishel to remove the burn ban. Motion carried.

#### New Business

Final Reading of the Budget was tabled due to unsettled Hughesville Police Contract. Motion was made by Erin Shelinski and seconded by Dave Hitesman. Motion carried. Final budget will be voted on at December 26, 2024 meeting.

A motion was made by Dave Hitesman and seconded by Erin Shelinski to approve the Resolution Tax Rate for 2025 effective January 1, 2025. Motion carried. There will be no tax increase.

A motion was made by JR Rishel and seconded by Dave Hitesman to re-enact the ½ of 1% Earned Income Tax Per Act 511 of 1965. Motion carried.

Dave Hitesman and made a motion seconded by Erin Shelinski to transfer the unexpended balances to the General fund. Motion carried.

A motion was made by JR Rishel and seconded by Erin Shelinski to approve the meeting dates for 2025. Motion carried.

Jami Nolans SEO Contact was tabled by a motion from Dave Hitesman and Craig Gansell to be addressed at the December 26<sup>th</sup> meeting. Due to non-receipt of 2025

contact. Motion carried. Secretary will reach out to Nolan to see if he will be providing a contract for 2025.

A motion was made by Craig Gansell and seconded by Dave Hitesman to adopt Roberts Rules of Order for 2025 council meetings. Motion carried.

A motion was made by JR Rishel and seconded by Erin Shelinski to nominate Matthew Charles to serve on board. A motion was made by Dave Hitesman and seconded by Mary Brink to nominate Olivia Bender. Matt Charles was elected to fill the vacant council position of Linda Sosniak which expires 12/31/2025.

A motion was made by Dave Hitesman and seconded by Erin Shelinski to make a resolution to support PA One Call for Safe Digging. Motion carried.

A motion was made by Erin Shelinski and seconded by JR Rishel to create a borough Facebook page. Motion carried. Page will be called "Borough of Picture Rocks"

#### Borough Reports

Bruce Little reported that the Eagle Scout was inducted for his project at the park. He stated the park is winterizing the restroom except for the handicap restroom which will remain open. Thirty-six attended the recognition dinner for volunteers.

Bill Dorman stated that the next West Branch COG meeting will be held on January 3, 2025.

A motion was made by Dave Hitesman and seconded by Erin Shelinski to authorize signature of Penn Dot Contract after solicitor approval. Motion Carried.

Borough is searching for a new handyman to do odd jobs in borough. Harold Minier was suggested. Bill Dorman will follow-up.

Being no further business, a motion was made by David Hitesman and seconded by JR Rishel to adjourn the meeting. Motion carried.

The next meeting will be held on December 26, 2024.

PICTURE ROCKS BOROUGH  
Linda K. Sosniak  
Assistant Secretary

