

**BOROUGH OF PICTURE ROCKS  
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January 6, 2025

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, Matt Charles, Bill Dorman, Linda Sosniak and Mayor Dave Bender.

Guests – Bruce Little, East Lycoming Recreation Authority, Al Little, Rick Sprout, and Chris Gansell

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

A motion was made by Craig Gansell and seconded by JR Rishel to appoint Matt Charles as Council vice president. Motion Carried.

A motion was made by Jr Rishel and seconded by Dave Hitesman to make the following appointments. The motion carried.

- A. Borough Solicitor –Current McCormick Law Firm
- B. Borough Engineering Firm – Current Larson Design
- C. Borough Code Enforcement Officer – Current Code Inspections, Inc.
- D. Borough Zoning Officer - Current –Code Inspections, Inc.

A motion was made by Dave Hitesman and seconded by Erin Shelinski to appoint Diane Buck to Serve a one-year term as Auditor. Motion Carried.

Minutes December 2, 2024 and December 26th– A motion was made by Erin Shelinski and seconded by Dave Hitesman to approve the minutes as presented with the correction to Dave Hicks to Todd Hicks name in the special meeting minutes of December 26th. Motion carried.

Treasurer's Report	General Fund	\$ 199,942.17
	Highway Fund	6626.07
	Act 13 Impact Fund	51051.87
	COVID – 19 ARPA	2822.89

A motion was made by Matt Charles and seconded by JR Rishel to accept the January 6, 2025 financial report as presented and file for audit. Motion carried.

**Following invoices presented for the January 6, 2025 council meeting.**

PA Borough Association	Annual Membership Dues	
Hughesville Borough	December Police Service	2634.00
Journey Bank	Sec/Supplies & Two Guys Mowing	2225.50
Christie Mann	Dec Borough Sidewalk Snow Removal	65.00
De Lage Landen Financial	Dec Copier Expense	73.21
McCormick Law	Solicitor	125.00
Green Valley Trucking	Snow removal and salt	2384.00***

**Following invoices paid since 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
Picture Rocks Fire Co	Pumper Loan	5000.00**
Picture Rocks Fire Co	Fire Contract 2 <sup>nd</sup> payment	7414.24
Column Software PBC	Advertise 2025 Meeting Dates Sun	194.59
De Lage Landen Financial	Nov Copier Expense	73.21
Intrada Technologies Inc	Endpoint EDR Agreement	50.88
Comcast Business	Internet	92.90
Elan Financial Services	Office Supplies	76.98
Linda Sosniak	APC Power Supply & Backup	95.39
Stacey Sones	December Janitorial Services	50.00
Christie Mann	December Borough Sidewalk Snow Removal	75.00
Veterans Memorial Park	Budgeted Donation	4000.00
East Lycoming Shopper	Ads for Veterans Day & Council Member	65.40
State Workers Ins Fund	Increase in premium	11.00
SWIF	Workman's Comp Insurance Premium	514.00
Fry's Fire Protection	Annual Fire Extinguisher	57.35
Windstream	Monthly Telephone Bill December 16	67.42
Linda Sosniak	Telephone	87.23

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

Correspondence;

Received two months of Lycoming Recreation Authority Minutes.

Standing Committee Reports

Sanitation and Health – Assistant Secretary reported that (2) 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. A request was made by Bill Dorman to give a waiver to Mary Seto to skip having her septic pumped because she lives alone. Al Little stated that she does not live alone. Council decided if you give a variance for one that you would not to do so with anyone living alone.

Codes violation- a notice was sent to property owner at 258 N Main St. for ordinance violation of chickens on property. In order to have chicken must request a variance from the Picture Rocks Borough Council.

Police Chief Report – no report was received from Hughesville Police Chief

Fire Chief – Chief Al Little report that there were 288 calls for 2024- 134 fire and 157 ambulance. The calls were all over east Lycoming County where ever they were called to. 2119 hours of fire rescue and 1100 hours ambulance. He stated that no progress has been made forming the East Lycoming Ambulance Alliance.

Persons to be heard: none

Unfinished Business.

An agreement for the use of the soft ball field was discussed and a decision was made to have the solicitor review before the February meeting.

New Business

A Resolution 2024-06 to amend Ordinance 2002-04 Earned Income tax was discussed, stating the reason for the resolution was to make our Ordinance 2002-04 match the state requirements for Keystone Financial to collect the borough's earned income tax. A motion was made by Frank Shetler and seconded by Matt Charles to approve the ordinance. 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.

#### Borough Reports

Emergency Management Coordinator\_ Al stated that he had no report but to remind borough that in 2026 fire company would need three new radios

Bruce Little stated that the running club had their last race 12/28/2024. New officers were elected and all current officers were reappointed. They are discussing removing the Bocce ball court and redo the trails. He stated there may be a Disc tournament this year.

Bill Dorman stated that the next West Branch COG meeting will be held on the 3<sup>rd</sup> Tuesday of January

Being no further business, a motion was made by Matt Charles and seconded by Dave Hitesman to adjourn the meeting. Motion carried.

The next meeting will be held on February 3, 2025.

PICTURE ROCKS BOROUGH

Linda K. Sosniak  
Assistant Secretary