

**MINUTES**  
**PLEASANTVILLE BOROUGH COUNCIL**  
**REGULAR MEETING OF NOVEMBER 26, 2024 – 6:30 p.m.**  
**MUNICIPAL BUILDING - 114 WEST STATE STREET**  
*All meetings recorded*

**OPEN MEETING  
INVOCATION/PLEDGE**

The meeting was called to order by President Howie Crawford at 6:30pm. The invocation by Pastor Fred Frye was followed by the Pledge of Allegiance.

	PRESENT	ABSENT
Mayor		Martha Long
President	Howie Crawford	
Vice-President	Mary Long	
Councilmembers	Kathie McMunn	
	Pam Griffin	
	Bob Rigby	
Secretary-Treasurer	Diana Durstine	

**APPROVAL OF PREVIOUS  
MEETING MINUTES**

Motion by Councilwoman McMunn, second by Vice-President Long and carried unanimously to accept the minutes of the regular meeting of November 12, 2024.

**RECOGNIZE VISITORS**

None

**CORRESPONDENCE**

*ATV Study*

An article concerning a DCNR study on revenue was received from Venango County Commissioner Ken Bryan. Borough roads that tie into dirt roads were discussed and will be brought up again at a later date.

**OLD BUSINESS**

*Titusville Water Agreement*

President Crawford highlighted changes to the agreement including increasing the rate to \$3.80 per thousand gallons. The term will be six years instead of three and will start in January each year instead of June. The minimum will be 4,000,000 gallons per month instead of 7,000,000. The clause for maximum annual usage ending in possible termination was also addressed. The base rate charge was expected to increase but was not changed in the copy received by the Borough this morning. No motion made pending changes.

*Borough Office Furnace*

The furnace will no longer run by itself after being started each morning.

Motion by Councilwoman McMunn, second by Vice-President Long, and carried unanimously to have the furnace replaced at the Borough Building. (Moore Heating & A/C – low bid \$3,600.00)

*2025 Budget Review*

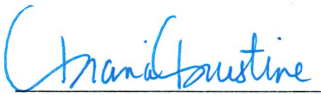
*Public Works Buildings - \$17,500*

Loft in Sewer Plant Shed \$500 – ok. 14'x20' salt shed addition. \$2,000. 15'x42' garage bay addition to house the new vacuum trailer. \$15,000. Funds are available in general fund contingency for these projects and will be reviewed after getting more detailed quotes next year.

*Sewer Plant Capital – \$50,000*

Priority #1 - Replace all air diffusers in both SBRs and digesters. \$15,000 - \$20,000. Rough estimate due to parts availability and exact replacement. New zero turn mower – could be split with other funds based on use. \$6,000. New gates for chlorine contact channels. \$10,000. Rebuild electric blower motors several done each year. \$5,000. Replace contactors in Siemens control cabinet. \$3,000.

<i>Employee Vacation Buyback Request</i>	After a short discussion regarding vacation buybacks, Council agreed to keep the handbook as is with no buybacks except on termination. Use it or lose it with no carryover permitted.
<i>Employee Handbook Update</i>	Motion by Councilwoman McMunn, second by Councilwoman Griffin, and carried unanimously to accept the updated Employee Handbook for 2025. Sick and vacation time were combined in to Paid Time Off. Five days additional PTO were included.
<b>NEW BUSINESS</b>	
<i>1<sup>st</sup> Reading 2025 Budget</i>	President Crawford read through the budget totals by fund and announced the final reading will be at the next meeting. Motion by Vice-President Long, second by Councilwoman McMunn to accept the 1 <sup>st</sup> reading of the 2025 Budget.
	<p><i>General Fund</i>          Revenues \$273,488 Expenses \$273,488          \$44,545 to Operating Reserve/Contingency</p>
	<p><i>Water Fund</i>          Revenues \$362,872, Expenses \$362,872          \$12,099 to Operating Reserve/Contingency</p>
	<p><i>Sewer Fund</i>          Revenues \$260,020, Expenses \$260,020          \$68,246 to Operating Reserve/Contingency</p>
<i>1<sup>st</sup> Reading Ordinance 2024-1 Water Rate Increases</i>	President Crawford read the ordinance summary. Motion by Vice-President Long, second by Councilwoman McMunn to accept the 1 <sup>st</sup> reading of Ordinance 2024-1.
	<p>The rate for water usage is hereby increased from Five Dollars (\$5.00) per 1,000 gallons to Seven Dollars (\$7.00) per 1,000 gallons, effective January 1, 2025.</p>
	<p>The base rate for water is hereby increased from \$23.13 per meter to \$26.00 per meter, effective January 1, 2025.</p>
<i>December 24<sup>th</sup> Meeting Cancellation</i>	Motion by Councilwoman McMunn, second by Councilwoman Griffin and carried unanimously to cancel the meeting for December 24, 2024.
<i>2025 Meeting Schedule</i>	Motion by Councilwoman McMunn, second by Councilman Rigby and carried unanimously to keep the meeting schedule the same for 2025. Meetings the 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesdays each month – 6:30p.m.
<b>Committee Reports</b>	
<i>Management Finance Vice-President Long</i>	Attended second mandatory Risk Assessment/Mitigation PEMA/FEMA virtual session. Forms were turned in by lead Jeff Presto. The information is being consolidated and a draft county plan will be sent out to all the municipalities. Processes are done every three years.
<i>Public Works Streets/Properties President Crawford</i>	Military banners and flags down. Christmas wreaths are up. Light up will be December 6 <sup>th</sup> . 1 <sup>st</sup> Friday in December. Hoe came in for the Kubota. Guys have used it already and it worked out great. Less damage to yards.

<i>Recreation Board</i> President Crawford	Nothing to report.
<i>Recycling/Solid Waste</i> Councilwoman Griffin	Nothing to report.
<i>Comments &amp; Concerns</i> Councilwoman McMunn	Nothing to report.
<b>PERSONNEL</b> President Crawford	Nothing to report.
<b>EXPENDITURES</b>	Motion by Councilwoman McMunn, second by Vice-President Long, and carried unanimously to pay the bills. (11/13-11/26 in the amount of \$62,713.58)
<b>ROUND TABLE</b>	<p>Vice-President Long let Council know that Betty Wells is turning 100 and there is a party for her at Shamburg on November 30th. Mayor Long thought it would be a nice idea for a proclamation.</p> <p>Motion by Vice-President Long, second by Councilwoman Griffin and carried unanimously to approve the proclamation that November 30, 2024, is Betty Wells Day. Council members able to make it can meet at 1:30 to present the proclamation to her.</p>
<b>ADJOURNMENT</b>	Motion by Councilwoman McMunn, second by Councilman Rigby and carried unanimously to adjourn the meeting at 7:14p.m. to an Executive Session followed by adjournment.
<i>Approved by Council</i> <i>This 10<sup>th</sup> day of December, 2024</i>	<p>I hereby certify the foregoing to be a true and correct copy of the Council meeting of November 26, 2024.</p> <p> Diana Durstine, Secretary</p>