

EXETER BOROUGH  
REGULAR MONTHLY MEETING AGENDA  
February 2, 2021

Meeting called to order

Roll Call

Person of the Month

Motion to approve the January 5, 2020 Council Meeting Minutes.

Treasurer Report

Citizens Input (agenda items only)

Correspondence

Refuse Report- Lynda Hyzenski

Recycling Report – Renee Pizano

Report of Committees

Police – John Morgan, David Balent & Carmen Marranta

Finance & Insurance (Grants) Lori DeAngelo, John Morgan & Richard Murawski

Fire Department – Carmen Marranta, John Morgan & Richard Murawski

Street/Recycling Departments –David Balent & John Morgan

Parks & Recreation –Lori DeAngelo, Carmen Marranta & Joseph Esposito

WVSA Report – John Morgan

Zoning – David Balent, Richard Murawski & Lori DeAngelo

Hickes Creek – David Balent & Richard Murawski

Building & Grounds – Richard Murawski & Joseph Esposito

Remarks from Mayor Denise Adams

Solicitors Report – Ray Hassey

## UNFINISHED BUSINESS

Motion to accept the prepaid bills in the amount of \$36,601.73.

Motion to Motion to approve Pay Application #5 from Stafarsky Paving Company in the amount of \$38,852.88 for the Washington Street Pave and Drainage Project, as approved by PennEastern Engineering, payable for the Flood 2011 Fund.

Motion to approve the waiver of collection of permit fees for the pending application for demolition permit of St. Barbara's Parish, in regard to their request to demolish the former St. Cecelia Church Rectory and Convent on Wyoming Avenue.

## NEW BUSINESS

Motion to approve the current bills in the amount of \$113,652.83.

Motion to accept Resolution #2-2021 appointing Kendra Radle as Assistant Treasurer for Exeter Borough.

Motion to place out for bid the 2000 Ford 550 DumpTruck, VIN #1FDAF57FDYED94118 with a minimum bid of \$7,000.00. Bidders are required to submit a 10% deposit of bid price.

Motion to purchase a 2020 Ford F-550 with plow and strobe lights from Barber Ford at a COSTARS cost of \$74,427.00 financed through FNCB Bank and payable from the Road Fund.

Motion to hire Joshua Seguire as a part time as needed Police Officer for Exeter Borough pending a background check and all references check out.

Open to the Public

Adjournment

Treasurer's Report	January 2021		
Working Capital			
Receipts	54,324.30		
Pre Paid Bills	36,601.73		
Regular Bills	113,652.83	General \$ 35,926.48 Rd. \$4,821.92	
Total Expenditures	150,254.56	Refuse \$1,042.77 Sewer \$ 28,250.40 Flood 2011 Fund \$43,611.26	
Account Balances:			
General Fund	719,303.13		
Refuse Fund	217,624.96		
Road Fund	135,400.61		
Sewer Fund Balances:			
O & M Fund	127,401.08		
FNCB Sewer Fund	72,486.80		
M&T Sewer Fund	160,744.63		
Piaget	20,274.68		
WVSA Stormwater Fund	50,270.51		
Recy/Grant Fund	108,008.17		
Payroll Fund	50,171.35		
Flood 2011 Fund	133,490.96		
Street/Sidewalk Imp. Fund	271,652.33		
Transfers			

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01/28/21

**Exeter Borough**  
**Deposit Detail**  
 January 2021

Type	Num	Date	Name	Account	Amount
Deposit		01/04/2021		530.015 · General F...	436.07
				310.210 · EARNED I...	-436.07
TOTAL					-436.07
Deposit		01/07/2021		530.015 · General F...	4,398.50
				380.000 · MISC. RE...	-14.74
				331.130 · RESTITU...	-10.00
				361.350 · CONTRA...	-2,700.00
				362.410 · BUILDING...	-1,673.76
TOTAL					-4,398.50
Deposit		01/11/2021		530.015 · General F...	1,949.87
				310.210 · EARNED I...	-1,949.87
TOTAL					-1,949.87
Deposit		01/12/2021		530.015 · General F...	2,942.42
				310.210 · EARNED I...	-2,942.42
TOTAL					-2,942.42
Deposit		01/13/2021		530.015 · General F...	1,513.70
				310.210 · EARNED I...	-1,513.70
TOTAL					-1,513.70
Deposit		01/14/2021		530.015 · General F...	2,684.95
				310.210 · EARNED I...	-2,684.95
TOTAL					-2,684.95
Deposit		01/18/2021		530.015 · General F...	1,022.44
				310.210 · EARNED I...	-1,022.44
TOTAL					-1,022.44
Deposit		01/25/2021		530.015 · General F...	21,040.54
				363.201 · RECYCLI...	-21,040.54
TOTAL					-21,040.54
Deposit		01/25/2021		530.015 · General F...	16,382.04
				380.022 · ENGINEE...	-490.00
				310.100 · REAL ES...	-6,915.86
				301.100 · REAL ES...	-7,321.80
				350.010 · PAYMEN...	-1,034.66
				331.100 · FINES DI...	-100.00
				331.100 · FINES DI...	-379.96
				331.130 · RESTITU...	-90.00
				331.130 · RESTITU...	-49.76

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01/28/21

# Exeter Borough Deposit Detail January 2021

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Type	Num	Date	Name	Account	Amount
TOTAL					-16,382.04
Deposit		01/27/2021		530.015 · General F...	1,953.77
				310.210 · EARNED I...	-1,953.77
TOTAL					-1,953.77

\$54,324.30  
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01/28/21

**Exeter Borough**  
**Check Detail**  
January 6 - 31, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	card	01/06/2021	POSTMASTER		530.015 · General Fu...		-55.00
					414.430 · PLAN/ZON...	-55.00	55.00
TOTAL						-55.00	55.00
Check	card	01/25/2021	POSTMASTER		530.015 · General Fu...		-220.00
					414.430 · PLAN/ZON...	-55.00	55.00
					414.490 · Recycling E...	-165.00	165.00
TOTAL						-220.00	220.00
Check	card	01/27/2021	Dollar General		530.015 · General Fu...		-8.48
					400.461 · MATERIAL...	-8.48	8.48
TOTAL						-8.48	8.48
Check	1-7	01/07/2021	IRS		530.015 · General Fu...		-6,064.63
					540.000 · ACCRUED ...	-6,064.63	6,064.63
TOTAL						-6,064.63	6,064.63
Check	1-7	01/07/2021	PA DEPT OF REVEN...		530.015 · General Fu...		-762.12
					535.002 · WITHHELD...	-762.12	762.12
TOTAL						-762.12	762.12
Check	1-7	01/07/2021	Berkheimer Tax Adm...		530.015 · General Fu...		-271.43
					535.003 · WITHHELD...	-271.43	271.43
TOTAL						-271.43	271.43
Check	1-7	01/07/2021	Berkheimer Tax Adm...		530.015 · General Fu...		-28.00
					535.011 · LST WITHH...	-28.00	28.00
TOTAL						-28.00	28.00
Check	1-7	01/07/2021	PSAB		530.015 · General Fu...		-1,256.04
					480.380 · UNEMPLO...	-1,256.04	1,256.04
TOTAL						-1,256.04	1,256.04
Check	1-7	01/07/2021	TX Child Support SDU		530.015 · General Fu...		-235.38
					535.004 · WITHHELD...	-235.38	235.38
TOTAL						-235.38	235.38
Check	1-7	01/07/2021	TD Ameritrade		530.015 · General Fu...		-1,294.58
					535.016 · PENSION	-1,294.58	1,294.58
TOTAL						-1,294.58	1,294.58
Check	1-7	01/07/2021	SEI Private Trust Co...		530.015 · General Fu...		-257.04
					535.016 · PENSION	-257.04	257.04
TOTAL						-257.04	257.04
Check	1-7	01/07/2021	Local 542		530.015 · General Fu...		-92.28

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01/28/21

**Exeter Borough**  
**Check Detail**  
January 6 - 31, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					535.008 · FOP WITH...	-92.28	92.28
TOTAL						-92.28	92.28
Check	1-21	01/21/2021	IRS		530.015 · General Fu...		-6,530.74
					540.000 · ACCRUED ...	-6,530.74	6,530.74
TOTAL						-6,530.74	6,530.74
Check	1-21	01/21/2021	PA DEPT OF REVEN...		530.015 · General Fu...		-828.23
					535.002 · WITHHELD...	-828.23	828.23
TOTAL						-828.23	828.23
Check	1-21	01/21/2021	Berkheimer Tax Adm...		530.015 · General Fu...		-293.25
					535.003 · WITHHELD...	-293.25	293.25
TOTAL						-293.25	293.25
Check	1-21	01/21/2021	Berkheimer Tax Adm...		530.015 · General Fu...		-32.00
					535.011 · LST WITHH...	-32.00	32.00
TOTAL						-32.00	32.00
Check	1-21	01/21/2021	PSAB		530.015 · General Fu...		-1,251.14
					480.380 · UNEMPLO...	-1,251.14	1,251.14
TOTAL						-1,251.14	1,251.14
Check	1-21	01/21/2021	TX Child Support SDU		530.015 · General Fu...		-235.38
					535.004 · WITHHELD...	-235.38	235.38
TOTAL						-235.38	235.38
Check	1-21	01/21/2021	TD Ameritrade		530.015 · General Fu...		-1,059.76
					535.016 · PENSION	-1,059.76	1,059.76
TOTAL						-1,059.76	1,059.76
Check	1-21	01/21/2021	SEI Private Trust Co...		530.015 · General Fu...		-257.04
					535.016 · PENSION	-257.04	257.04
TOTAL						-257.04	257.04
Check	1-21	01/21/2021	Local 542		530.015 · General Fu...		-72.14
					535.008 · FOP WITH...	-72.14	72.14
TOTAL						-72.14	72.14
Check	1-21	01/21/2021	Local 542		530.015 · General Fu...		-68.00
					535.008 · FOP WITH...	-68.00	68.00
TOTAL						-68.00	68.00
Bill Pmt -Check	15234	01/25/2021	AmTrust North Amer...		530.015 · General Fu...		-3,927.00
Bill		01/22/2021			480.366 · WORKMEN...	-3,927.00	3,927.00
TOTAL						-3,927.00	3,927.00

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01/28/21

## Exeter Borough Check Detail January 6 - 31, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15235	01/25/2021	Chamber Choice NCC		530.015 · General Fu...		-118.75
Bill	202101...	01/22/2021			410.465 · POLICE BL... 400.151 · Admin. Med...	-90.87 -27.88	90.87 27.88
TOTAL						-118.75	118.75
Bill Pmt -Check	15236	01/25/2021	Geisinger Quality Op...		530.015 · General Fu...		-2,450.50
Bill		01/22/2021			410.465 · POLICE BL... 400.151 · Admin. Med...	-1,429.46 -1,021.04	1,429.46 1,021.04
TOTAL						-2,450.50	2,450.50
Bill Pmt -Check	15237	01/25/2021	H.A.R.I.E.		530.015 · General Fu...		-6,020.00
Bill		01/22/2021			480.360 · COMM. & G...	-3,398.00	3,398.00
Bill		01/22/2021			480.360 · COMM. & G...	-1,552.00	1,552.00
Bill		01/22/2021			480.360 · COMM. & G...	-1,070.00	1,070.00
TOTAL						-6,020.00	6,020.00
Bill Pmt -Check	15238	01/25/2021	Highmark Blue Shield		530.015 · General Fu...		-32.14
Bill		01/22/2021			410.465 · POLICE BL... 400.151 · Admin. Med...	-28.02 -4.12	28.02 4.12
TOTAL						-32.14	32.14
Bill Pmt -Check	15239	01/25/2021	North American Ben...		530.015 · General Fu...		-205.00
Bill		01/22/2021			410.150 · POLICE GR... 400.151 · Admin. Med...	-76.00 -129.00	76.00 129.00
TOTAL						-205.00	205.00
Bill Pmt -Check	15240	01/25/2021	P P & L		530.015 · General Fu...		-790.35
Bill		01/07/2021			400.460 · BUILDING ... 414.470 · UTILITIES-... 430.210 · Utilities-Street	-550.04 -53.96 -186.35	550.04 53.96 186.35
TOTAL						-790.35	790.35
Bill Pmt -Check	15241	01/25/2021	PAWC		530.015 · General Fu...		-1,885.33
Bill		01/22/2021			411.160 · WATER FO...	-1,749.65	1,749.65
Bill		01/22/2021			400.460 · BUILDING ...	-38.35	38.35
Bill		01/22/2021			430.210 · Utilities-Street	-97.33	97.33
TOTAL						-1,885.33	1,885.33

\$36,601.<sup>73</sup>  
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**Exeter Borough**  
**A/P Aging Detail**  
 As of February 2, 2021

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	01/04/2021		Frontier	02/03/2021		330.00
Bill	01/05/2021		Mr. Kleen Auto Sales	02/04/2021		75.00
Bill	01/05/2021		Joint Funds Enginee...	02/04/2021		10,060.00
Bill	01/05/2021		Exeter Borough Ref...	02/04/2021		1,878.35
Bill	01/05/2021	0016609	Kranson Clothes, Inc.	02/04/2021		96.00
Bill	01/05/2021	0016608	Kranson Clothes, Inc.	02/04/2021		124.00
Bill	01/05/2021	0016610	Kranson Clothes, Inc.	02/04/2021		60.00
Bill	01/05/2021		We Pay Payroll	02/04/2021		94.60
Bill	01/05/2021		Exeter Borough Hos...	02/04/2021		1,733.33
Bill	01/06/2021	0099177	Lehigh Construction ...	02/05/2021		76.30
Bill	01/06/2021	20-11...	PennEastern Engine...	02/05/2021		255.00
Bill	01/07/2021		Sprint	02/06/2021		236.34
Bill	01/07/2021		Citizens Voice	02/06/2021		72.50
Bill	01/07/2021		Citizens Voice	02/06/2021		170.00
Bill	01/07/2021		Citizens Voice	02/06/2021		290.00
Bill	01/07/2021		Citizens Voice	02/06/2021		290.00
Bill	01/07/2021		PA One Call System...	02/06/2021		13.30
Bill	01/07/2021		Citizens Voice	02/06/2021		107.50
Bill	01/21/2021	6153	Ashburn Advisors. L...	02/20/2021		400.00
Bill	01/21/2021	0099243	Lehigh Construction ...	02/20/2021		46.33
Bill	01/21/2021	0099244	Lehigh Construction ...	02/20/2021		111.73
Bill	01/21/2021	0099249	Lehigh Construction ...	02/20/2021		45.74
Bill	01/21/2021	0099255	Lehigh Construction ...	02/20/2021		80.05
Bill	01/21/2021	0099256	Lehigh Construction ...	02/20/2021		28.59
Bill	01/21/2021	35775	Normy Inc.	02/20/2021		110.70
Bill	01/21/2021	1158874	We Pay Payroll	02/20/2021		342.40
Bill	01/22/2021		Exeter Borough St/S...	02/21/2021		1,464.36
Bill	01/22/2021	0099319	Lehigh Construction ...	02/21/2021		51.46
Bill	01/22/2021	0099320	Lehigh Construction ...	02/21/2021		28.59
Bill	01/22/2021	0099310	Lehigh Construction ...	02/21/2021		128.66
Bill	01/22/2021	952842	One Point	02/21/2021		79.70
Bill	01/22/2021	952925	One Point	02/21/2021		35.89
Bill	01/22/2021	952930	One Point	02/21/2021		11.92
Bill	01/22/2021	11-20...	PennEastern Engine...	02/21/2021		170.00
Bill	01/22/2021	19-12...	PennEastern Engine...	02/21/2021		552.50
Bill	01/22/2021		P P & L	02/21/2021		55.11
Bill	01/22/2021	82504...	Citizens Voice	02/21/2021		77.50
Bill	01/22/2021	82504...	Citizens Voice	02/21/2021		40.00
Bill	01/22/2021	53320	TULPEHOCKEN SP...	02/21/2021		22.96
Bill	01/22/2021	20355	BHW Construction ...	02/21/2021		6,235.48
Bill	01/22/2021		SPCA of Luzerne C...	02/21/2021		608.00
Bill	01/22/2021	16474	Skibitsky & Molino	02/21/2021		354.17
Bill	01/22/2021		DeLage Landen Fin...	02/21/2021		189.79
Bill	01/22/2021	82507...	Citizens Voice	02/21/2021		85.00
Bill	01/22/2021	LSF01...	Liberty Mutual Insur...	02/21/2021		100.00
Bill	01/22/2021	41100...	UGI Utilities, Inc.	02/21/2021		670.57
Bill	01/22/2021	41100...	UGI Utilities, Inc.	02/21/2021		133.14
Bill	01/22/2021		VERIZON	02/21/2021		160.04
Bill	01/22/2021		Comcast	02/21/2021		456.69
Bill	01/22/2021		Old Mill Pine	02/21/2021		1,300.00
Bill	01/25/2021	0099353	Lehigh Construction ...	02/24/2021		42.89
Bill	01/25/2021	0099354	Lehigh Construction ...	02/24/2021		57.18
Bill	01/25/2021		WVSA	02/24/2021		69.40
Bill	01/25/2021		WVSA	02/24/2021		308.39
Bill	01/25/2021	20-11...	PennEastern Engine...	02/24/2021		467.50
Bill	01/25/2021		PA STATE ASSOCI...	02/24/2021		100.00
Bill	01/25/2021		Cintas Corp #735	02/24/2021		296.60
Bill	01/25/2021		Steve Harmanos	02/24/2021		35.00
Bill	01/25/2021		Frank Pizano	02/24/2021		35.00
Bill	01/25/2021		Brain Graham	02/24/2021		35.00
Bill	01/25/2021		Guardian Life	02/24/2021		60.27
Bill	01/26/2021	82507...	Citizens Voice	02/25/2021		235.00
Bill	01/26/2021	557139	Kenneth Bryden	02/25/2021		685.00
Bill	01/27/2021	7437517	Cleveland Brothers ...	02/26/2021		301.86
Bill	01/27/2021	0099360	Lehigh Construction ...	02/26/2021		91.49
Bill	01/27/2021	0099361	Lehigh Construction ...	02/26/2021		100.07
Bill	01/27/2021	0099362	Lehigh Construction ...	02/26/2021		91.49

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02/02/21

### Exeter Borough A/P Aging Detail As of February 2, 2021

Type	Date	Num	Name	Due Date	Aging	Open Balance
Bill	01/29/2021	955250	One Point	02/28/2021		43.08
Bill	01/29/2021		Hassey Legal Servic...	02/28/2021		1,413.75
Bill	02/01/2021	0099456	Lehigh Construction ...	03/03/2021		51.46
Bill	02/01/2021	0099457	Lehigh Construction ...	03/03/2021		28.59
Bill	02/01/2021	0099458	Lehigh Construction ...	03/03/2021		77.19
Bill	02/01/2021		WEX Bank	03/03/2021		627.75
Bill	02/01/2021		Times Leader	03/03/2021		396.00
Bill	02/02/2021	0099473	Lehigh Construction ...	03/04/2021		42.89
Bill	02/02/2021	0099474	Lehigh Construction ...	03/04/2021		48.60
Bill	02/02/2021	0099475	Lehigh Construction ...	03/04/2021		45.74
Total Current						35,926.48
<b>1 - 30</b>						
Total 1 - 30						
<b>31 - 60</b>						
Total 31 - 60						
<b>61 - 90</b>						
Total 61 - 90						
<b>&gt; 90</b>						
Total > 90						
<b>TOTAL</b>						<b>35,926.48</b>

9:29 AM

02/02/21

**ROAD FUND  
A/P Aging Detail  
As of February 2, 2021**

Type	Date	Num	Name	Due Date	Aging	Open Balance
<b>Current</b>						
Bill	01/26/2021	0654991	American Rock Salt ...	02/05/2021		3,444.21
Bill	01/27/2021	214134	BASSLER EQUIP CO	02/06/2021		102.24
Bill	01/27/2021	214133	BASSLER EQUIP CO	02/06/2021		69.00
Bill	01/28/2021	8482	Stackhouse Auto	02/07/2021		395.00
<b>Total Current</b>						<b>4,010.45</b>
<b>1 - 30</b>						
Bill	01/22/2021		PP&L Electric	02/01/2021	1	811.47
<b>Total 1 - 30</b>						<b>811.47</b>
<b>31 - 60</b>						
<b>Total 31 - 60</b>						
<b>61 - 90</b>						
<b>Total 61 - 90</b>						
<b>&gt; 90</b>						
<b>Total &gt; 90</b>						
<b>TOTAL</b>						<b>4,821.92</b>

9:28 AM

02/02/21

**SEWER FUND  
A/P Aging Detail  
As of February 2, 2021**

Type	Date	Num	Name	Due Date	Aging	Open Balance
<b>Current</b>						
Bill	01/25/2021	18-02...	PennEastern Engine ...	02/04/2021		425.00
Bill	01/25/2021	18-06...	PennEastern Engine ...	02/04/2021		897.50
Bill	01/25/2021		PennEastern Engine ...	02/04/2021		897.50
Bill	01/25/2021	19-12...	PennEastern Engine ...	02/04/2021		8,087.50
Bill	01/25/2021	19-14...	PennEastern Engine ...	02/04/2021		1,315.00
Bill	01/25/2021	20-01...	PennEastern Engine ...	02/04/2021		170.00
Bill	01/26/2021	12-02...	PennEastern Engine ...	02/05/2021		765.00
Bill	01/26/2021		WVSA	02/05/2021		11,243.99
Bill	01/29/2021	18025...	Pa Dept. of Transpo...	02/08/2021		1,632.18
Bill	02/01/2021		FNCB	02/11/2021		2,404.01
<b>Total Current</b>						<b>27,837.68</b>
<b>1 - 30</b>						
Bill	01/22/2021		Brian Conklin Sr.	02/01/2021	1	412.72
<b>Total 1 - 30</b>						<b>412.72</b>
<b>31 - 60</b>						
<b>Total 31 - 60</b>						
<b>61 - 90</b>						
<b>Total 61 - 90</b>						
<b>&gt; 90</b>						
<b>Total &gt; 90</b>						
<b>TOTAL</b>						<b>28,250.40</b>

9:27 AM

02/02/21

**REFUSE FUND**  
**A/P Aging Detail**  
**As of February 2, 2021**

Type	Date	Num	Name	Due Date	Aging	Open Balance
<b>Current</b>						
Bill	01/25/2021		Harbor Freight Tools	02/04/2021		29.54
Bill	01/25/2021		Liberty Mutual Insur...	02/04/2021		100.00
Bill	01/25/2021		Driscoll's Home Cen...	02/04/2021		131.78
Bill	01/26/2021		Colleen Wilson	02/05/2021		30.00
<b>Total Current</b>						<b>291.32</b>
<b>1 - 30</b>						
Bill	01/22/2021		Comcast	02/01/2021	1	153.46
Bill	01/22/2021		Medico Construction...	02/01/2021	1	492.00
Bill	01/22/2021	35810	Normy Inc.	02/01/2021	1	105.99
<b>Total 1 - 30</b>						<b>751.45</b>
<b>31 - 60</b>						
<b>Total 31 - 60</b>						
<b>61 - 90</b>						
<b>Total 61 - 90</b>						
<b>&gt; 90</b>						
<b>Total &gt; 90</b>						
<b>TOTAL</b>						<b>1,042.77</b>