

West Wyoming Borough Council Meeting Minutes - September 10, 2018

The regular monthly meeting of West Wyoming Borough was called to order by Chairman Stavish. Following the Pledge of Allegiance, roll call was taken by Secretary Pedley and the following were in attendance: Chairman Stavish, Councilman Colarusso, Councilman Grescavage, Councilman Dolan, Councilwoman Zaboski, Solicitor Lukesh, Treasurer Kendzor and Secretary Pedley.

The following were absent: Mayor Herbert and Engineer Amato

OLD BUSINESS- NONE

Chairman Stavish asked for a motion made by Dolan and seconded by Colarusso to approve the previous month's minutes. Voice vote all in favor. Motion carried.

COMMITTEE REPORTS

Randy Colarusso- Public Facilities

Councilman Colarusso called upon Treasurer Kendzor for the reading of the Treasurer's report. It is as follows:

**West Wyoming Borough
Treasurer's Report
September 10, 2018**

CASH ACCOUNTS

COMBINED GENERAL, HIGHWAY AID AND SEWER FUNDS

GENERAL ACCOUNTS

ESSA BANK REFUSE	\$79,177.01
FNCB DEBT SERVICE ACCOUNT	\$36,061.90
FNCB GENERAL ACCOUNT	\$499,185.90
FNCB PROPERTY PROCEEDS	\$85,533.70
FNCB REFUSE ACCOUNT	\$181,012.59
PLGIT EARNED INCOME TAX	\$57,628.76
PLGIT PAYROLL	\$3,447.90
PLGIT GENERAL	<u>\$1.29</u>
TOTAL GENERAL FUND CHECKING/SAVINGS	<u>\$ 942,049.05</u>

PLGIT	\$332,057.68
ESSA	\$79,177.01
M&T	\$250,218.42
FNCB	<u>\$1,028,257.07</u>
	<u>\$1,689,710.18</u>

HIGHWAY AID FUND

PLGIT	<u>\$191,349.63</u>
TOTAL HIGHWAY CHECKING/SAVINGS	<u>\$191,349.63</u>

SEWER FUND

M&T	\$250,218.42
FNCB SEWER OPERATING FUND	\$226,462.98
PLGIT CREDIT CARD	<u>\$79,630.10</u>
TOTAL SEWER FUND CHECKING/SAVINGS	<u>\$556,311.50</u>

TOTAL COMBINED CHECKING/SAVINGS	<u>\$1,689,710.18</u>
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Chairman Stavish asked for a motion made by Colarusso and seconded by Zaboski to approve the reading of the Treasurer's report. Voice vote all in favor. Motion carried.

Colarusso gave the report on DPW- Routine grass cutting, routine maintenance on equipment and buildings, routine checks on pump stations, cleaned out a lot of storm drains with COG Vac truck, swept streets in the Borough with COG sweeper, patched some potholes. The County prisoners are coming this week, Sept 13th and 14th, to clean out channel on Fifth St and other maintenance related tasks. WVSA ran their street sweeper and cleaned out some drains in the Borough as part of the new storm water program.

Dan Grescavage: Community Development- Ken Shefler, our building inspector, is riding around the streets to make sure residents are applying for building permits. He is doing a good job. Just last month there were more permits taken out.

Mike Dolan: Public Safety/Code Enforcement- Emergency Services Monthly Chief's Report is as follows: West Wyoming Emergency Services responded to Ninety-nine alarms in August: Building fire 2- Fires in structure other than a building 1- Brush or brush-and-grass mixture fire 1 – explosion(no fire), other 1- Medical assist, assist EMS crew 1- EMS calls, excluding accident with injury 72- motor vehicle accident with injuries 4- motor vehicle/pedestrian accident 1- motor vehicle accident with no injuries 4- hazardous condition, other 1- power line down 2 – assist police or other governmental agency 1 – good intent call, other 1 – dispatched and cancelled en route 6 – system malfunction, other 1.

Ken Shefler, our Code Enforcement officer, has been addressing all the issues from complaints that have been filed at the front desk. Several have been addressed and are closed and some are pending. If anyone has complaints, let us know and the problem will be addressed. If it is a civil matter, that can be addressed through the court.

West Wyoming Chief's report is as follows: Routine car maintenance. There are parking complaints on W. Brady St. A resident has requested a section of the roadway to be designated as 'No Parking' due to accessibility of his driveway. A yellow painted section of the curb will be sufficient. Hill Street, between Holden and Tripp Streets, along with Gregory Street, between Holden Street and Tripp Street, have been brought to police attention. The reasons are due to: accessibility of emergency vehicles and snow plow trucks, accidents of unattended parked vehicles and the small width of the roadway for emergency vehicle access. Chief believes two sections of the street should be marked as 'No Parking' either side. In the coming months, we will look into coming up with an ordinance. The police department, along with 9 other surrounding departments, state police and county law enforcement agencies conducted a 4 hour aggressive patrol on August 23rd. This patrol resulted in 2 criminal arrests and 11 traffic citations in West Wyoming. Chief is working on obtaining 3 quotes for body armor kits and also working on putting together 2019 budget. For the month of August, there were 124 calls for service. 5 criminal arrests were made and 43 citations were issued.

Dolan mentioned that the Army Corp of Engineers were here on their annual inspection of the Channel and there were some issues. Several gates were locked and there were pets in yards. Residents were called to have gates open and pets inside and they did not comply. Dolan stated that the Borough is looking at putting an ordinance together on this matter. We are also looking at a fine because if we can't get access to that area for the Army Corps to inspect, we can lose money that we get for flood protection and emergency events. The fines will be anywhere from a low fine up to what we would have lost as a Borough and court costs.

Maureen Zaboski: Administration/Finance, Health and Sanitation- Zaboski made a motion, seconded by Colarusso, to approve all outstanding bills approved by the Finance Committee. Voice vote all in favor. Motion Carried.

Zaboski made a motion to transfer \$57,628.76 from the PLIGIT EIT account to the FNCB account, second by Colarusso. Voice vote all in favor. Motion Carried.

Zaboski made a motion to adopt an employee email Cyber Security and other Electronic Communications Policy. This policy will be updated as necessary, to keep current. It is for employees, so they can observe certain rules while engaging in our usage here at the Borough. The motion was seconded by Dolan. Voice vote all in favor. Motion Carried.

Zaboski made a motion to dispose of select Administrative and Police Records dating from 1978 to 2016 that have been reviewed by our Administrative and Police personnel. We have a list of documents that will be attached to the resolution. We have reviewed the documents and have followed the policies that have been posted by the state via the Municipal Records Manual, which allow us to purge documents after no longer being deemed necessary. The motion was seconded by Colarusso. Voice vote all in favor. Motion Carried.

As a reminder, we are having a document shredding event for confidential documents of residents who would like to shred documents that they no longer need. It is going to be from 9AM until Noon, on September 22nd, outside of our DPW Building. We also have a Tire Recycling event that will be on October 13th, sponsored by Luzerne County Solid Waste Management and DEP. It will be held at the Hanover Area Jr. Sr. High School. You do need to call 1 800 821 7654 to get a ticket to dispose of tires.

We will have our Bulk pick up on October 8th.

Linell Lukesh: Solicitor

Working on draft ordinances for the Creek channel, no parking and issues like that for the upcoming months.

Citizens Participation:

Ryan Pecukonis W Sperling Street - What research was done to justify the no parking on W. Sperling St.? Answer: A study was done with the police, Fire Dept. and Ambulance. A right to know request can be filled out if you would like to see it. Why wasn't it on public record that it was a problem? It was in the June 11th minutes. The letter was read stating we were adopting an ordinance on June 11th. The ordinance was adopted at a special meeting held July 18th. A discussion followed about the parking ban.

Holly Shemanski- More research should have been done. Residents should have been contacted. The Borough should have gotten something legal as to how wide the street is and how wide vehicles are. This was all done too quickly. We need to come up with a compromise.

Eric Shemanski - I just have one question. Did you ever come up with only parking on one side of the street or the other? Chairman Stavish answered that parking could not be on one side because of the telephone poles. The issue is that the poles are leaning. The other issue is if they jump the curb, we are responsible if they damage the curb, blow a tire or worse.

Dave Zielinski -W. Sperling - I have been there for 32 years and have seen a lot of vehicles go up and down that street. Business trucks have been going up and down for years. Right now we have a concrete truck going up there and Granteed going up and down. As far as I am aware, there has never been a major issue. There probably have been issues but everybody has issues on the street. I am upset as to the way it was handled. It was rammed down our throat and we had a letter stating it and the way I found out was I got a letter in the mail. You said people complained. If you took that to court the judge will laugh at you. You have to have it documented.

Johnathan Heindmarsh - Narrow St. and Brady are an intersection, right? Is parking allowed 15 ft. down on Narrow street? Police Chief Nocera answered that parking from an intersection should be 15 ft. Sometimes we cannot get around the corner on Narrow St. and we cannot get out of our driveway. Chief Nocera will review the matter. Is there going to be spraying for mosquitoes? Answer: It was supposed to be done today but with the rain it could not. The rain date is tomorrow. The county is going to do an aerial spraying.

Question was asked if there was a way that the Borough can lift the ban and do it over again. A discussion followed by all regarding the parking on W. Sperling St

Jeff Laue- 520 W. Sperling St. – I would just like to be on record that I am against the parking ban.

Colorusso made a motion to adjourn the meeting, seconded by Dolan. Voice vote all in favor. Motion carried.