

## **West Wyoming Borough Council Meeting Minutes - February 14, 2022**

The monthly meeting of West Wyoming Borough was called to order by Chairman Stavish via Zoom Cloud Communications software. Roll call was taken by Secretary Jill Lukesh and the following were present: Chairman Stavish, Vice-Chairman Dolan, Councilman Skok, Councilman Orzel, Councilman -elect Pugliese, Mayor Colarusso, Solicitor Linell Lukesh, Treasurer Kendzor and Secretary Jill Lukesh.

Absent: Engineer Amato

Motion made by Chairman Stavish to appoint Frank Pugliese to the vacant council seat, seconded by Vice-Chairman Dolan. Voice vote all in favor. Motion carried.

Judge Carmody issued the Oath of Office to newly appointed Frank Pugliese.

Auditor's report was given by Patti Prociak of Prociak & Associates for the 2020 audit. Patti is available at any time if there are questions regarding the audit.

### **OLD BUSINESS: NONE**

#### **Gary Stavish: Chairman/Personnel**

Chairman Stavish made a motion, seconded by Vice-Chairman Dolan, to approve last month's meeting minutes. Voice vote all in favor. Motion carried.

Chairman Stavish made a motion to approve payment of all outstanding bills, seconded by Vice-Chairman Dolan. Voice vote all in favor. Motion carried.

Chairman Stavish that there is an open position for an afternoon clerk. The position is posted on the borough webpage and Facebook. Applications are at the Town Hall for anyone interested in applying.

Chairman Stavish stated that Chief Nocera submitted his letter of resignation and has moved on. Chairman Stavish made a motion to appoint John Bell as Officer in Charge and this was seconded by Councilman Skok. Voice vote all in favor. Motion carried.

Chairman Stavish made a motion and this was seconded by Vice-Chairman Dolan to pay West Wyoming Borough's portion to the Police Regionalization. Voice vote all in favor. Motion carried.

Chairman Stavish announced that Councilman Pugliese will be head of the Public Facilities committee.

Chairman Stavish asked Treasurer Kendzor for the reading of the Treasurer's Report. It is as follows:

### **WEST WYOMING BOROUGH TREASURER'S REPORT AS February 13, 2022**

**CASH ACCOUNTS**

**COMBINED GENERAL, HIGHWAY  
AID AND SEWER FUNDS**

<b>GENERAL FUND</b>			
ESSA BANK	\$198,325.75	PLGIT	\$366,035.75
FNCB ARPA ACCOUNT	\$140,079.08	ESSA	\$198,325.75
FNCB ENGINE REFURBISHMENT ACCOUNT	\$17,001.92	M&T	\$581,936.70
FNCB GENERAL ACCOUNT	\$485,464.83	<u>FNCB</u>	<u>\$1,308,268.14</u>
FNCB PROPERTY PROCEEDS	\$32,367.79		<u>\$2,454,566.34</u>
FNCB REFUSE ACCOUNT	\$305,599.53		
PLGIT EARNED INCOME TAX	\$79,701.65		
PLGIT PAYROLL	\$3,397.40		
PLGIT GENERAL	<u>\$4,313.61</u>		
<b>TOTAL GENERAL FUND CHECKING/SAVINGS</b>	<b><u>\$1,266,251.56</u></b>		

<b>HIGHWAY AID FUND</b>	
PLGIT	<u>\$250,833.11</u>
<b>TOTAL HIGHWAY CHECKING/SAVINGS</b>	<b><u>\$250,833.11</u></b>

<b>SEWER FUND</b>	
M&T	\$581,936.70
FNCB SEWER OPERATING FUND	\$327,754.99
PLGIT SEWER CREDIT CARD	\$27,789.98
<b>TOTAL SEWER FUND CHECKING/SAVINGS</b>	<b><u>\$937,481.67</u></b>
<b>TOTAL COMBINED CHECKING/SAVINGS</b>	<b><u>\$2,454,566.34</u></b>

Treasurer Kendzor noted that FNCB General Fund and FNCB Payroll Fund were not able to be reconciled this month due to some entries not being made in Quick Books.

Chairman Stavish reported that maintenance is being done on the DPW trucks. The DPW is doing a great job of clearing the roads after storms. Business as usual.

**Mike Dolan: Vice-Chairman-Administration/Finance**

Vice-Chairman Dolan made a motion to transfer \$ 79,701.65 from PLGIT EIT Account to FNCB General Account, seconded by Councilman Skok. Voice vote all in favor. Motion carried.

Vice-Chairman Dolan made a motion to accept the 2020 Audit Reports from Prociak and Associates, seconded by Councilman Orzel. Voice vote all in favor. Motion carried.

**Daniel Skok: Public Safety/Code Enforcement, Community Development, Recreation Board**

Councilman Skok received a report from Building Inspector/Code Enforcer Tom Craig for building permits issued in November and December. The building permits totaled \$ 50,333 in November and \$1,680.00 in December.

The Recreation Board has held one meeting where officers were appointed. They are committed and excited to improve the parks in the Borough. Their next meeting will be in March. Councilman Skok would like the Rec Board to have the original 3 ordinances pertaining to parks and recreation. In accordance with the ordinances the Rec Board is responsible for coming up with projects and fundraisers to finance the projects.

The State Department of Agriculture found Spotted Lanternflies at Slaper Park and requested Council's permission to treat the flies. Councilman Skok has the appropriate paperwork with signatures to authorize this treatment. An organic spray will be used so pets and other animals will not be harmed. Councilman Skok will keep Council posted on the treatment dates.

On Code Enforcement there were two complaints and Councilman Skok will talk to Code Enforcer Craig to get the break down on these.

Chairman Stavish provided more information concerning the Rec Board. All members had their child background check done and we are waiting to get their criminal background checks. The Rec Board has their own bank account which they are responsible for maintaining. Chairman Stavish added that the Board can operate independently of Council. Council only has to make an approval if the Board wants to make changes to Borough property. Robert's Rules are online for anyone that would to review them. Councilman Skok asked that the ordinances can be amended or rewritten to reflect this. Solicitor Lukesh adds that many older ordinances are out of date to the point where they have been repealed. It is a constant work to keep the many ordinances updated and posted on website.

**Paul Orzel: Health & Sanitation**

Nothing to report at this time.

Chairman Stavish added that Councilman Orzel met with a group of land developers that are interested in working in West Wyoming. He will pursue more meetings with them and present his findings to council.

**Mike Amato: Engineer**

Due to the absence of Engineer Amato, Chairman Stavish reported that the Sewer Pump Project has been completed. The borough administrator's office has been undergoing renovations and cannot be completed until the leaks in the room are addressed. The leaks are believed to be a result of the masonry in the front of the building and that won't be fixed until the spring.

**Linell Solicitor: Solicitor**

The Borough currently has a franchise agreement with Comcast to provide cable and internet services in West Wyoming. The franchise agreement is up for renewal. The borough was contacted by a company RCN about providing those services instead. Solicitor Lukesh will see what RCN proposes and find out if the borough can have more than 1 franchise agreement.

In regard to the property located at 436 W 4<sup>th</sup> St. there is a bank possibly interested in purchasing the property. Solicitor Lukesh is working with the bank.

State Representative Aaron Kaufer's office sent an e-mail informing the borough that grants are available for the police regionalization.

**Mayor Randy Colarusso**

The mayor will reach out to Officer Bell for a report and also from the Fire Chief Len Hromek for the next month's council meeting.

Motion made by Chairman Stavish and seconded by Vice-Chairman Dolan to make a contribution to the Memorial Day parade sponsored by the VFW Post 396 for \$750.00. Voice vote all in favor. Motion carried.

**CITIZEN'S PARTICIPATION**

None

Motion made by Chairman Stavish, seconded by Vice-Chairman Dolan to adjourn the meeting. Voice vote all in favor. Motion carried.