

## **West Wyoming Borough Council Meeting Minutes- December 13, 2021**

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-Chairwoman Zaboloski, Councilman Dolan, Councilman Colarusso, Councilman Skok, Solicitor Linell Lukesh, Treasurer Kendzor and Secretary Jill Lukesh.

Absent: None

### **OLD BUSINESS-NONE**

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

Chairman Stavish asked for a motion made by Councilman Skok and seconded by Councilman Colarusso to approve last month's minutes for Nov 8<sup>th</sup>, 15<sup>th</sup> and 29<sup>th</sup>. Voice vote all in favor. Motion carried.

Motion made by Chairman Stavish and seconded by Councilman Colarusso to approve payments of all outstanding bills. Voice vote all in favor. Motion carried.

Chairman Stavish announced that Santa's mailbox is back at 1495 Shoemaker Ave. Santa will be in his sleigh on December 18<sup>th</sup> from 12:00 p.m. until 3:00 p.m. and December 19<sup>th</sup> from 12:00 p.m. until 4:00 p.m., weather permitting.

Chairman Stavish announced that Sicilian Bella Festa Pizza will be sponsoring pet photos on December 18<sup>th</sup> from 1:00 p.m. until 4:00 p.m. They are located on 835 Shoemaker Ave.

Chairman Stavish thanked all businesses for their donations and participants who helped with the tree lighting and decorating at Dailey Park. It was a huge success. He also thanked all who participated in the Halloween events.

Chairman Stavish said that the Borough is forming a Recreation Board again and that he received multiple applications from those interested in joining. Chairman Stavish read the names of the applicants. The applicants have to go through background checks. The first part was approved. The residents are waiting on approval of the second part.

Chairman Stavish made a motion to appoint Dave Granteed, Ashley Granteed, Kristin Randazzo, Geraldine Gibbons, Vanessa Considine, and Allison Litchkowski to the Rec Board. Pending approval of the background check results, a second motion was made by Councilman Skok. Voice vote all in favor. Motion carried.

Chairman Stavish stated that once they organize and elect officers, they will have a liaison from Council. At this time, it will be Councilman Skok. Once officers are elected, they will run the Rec Board and take over the funds the borough set aside for them. They will be responsible for opening a Rec Board bank account.

Chairman Stavish thanked all applicants for their interest and service in re-establishing the board.

It was brought up that the new board would like to be named West Wyoming Parks and Recreation instead of West Wyoming Recreation Board. Councilwoman Zaboloski suggested to make an amendment

to the current ordinance about the name change. A discussion followed. A motion by Councilman Skok was made to authorize an ordinance amendment to change the name of Rec Board and lay it on the table for 30 days and pass in February. Seconded by Councilman Colarusso. 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  
AS OF December 12, 2021**

**CASH ACCOUNTS**

**HIGHWAY AID & SEWER FUNDS**

*GENERAL FUND*

ESSA BANK	\$177,927.40	PLGIT	\$344,596.93
FNCB ARPA ACCOUNT	\$140,067.18	ESSA	\$177,927.40
FNCB DEBT SERVICE ACCOUNT	\$5,679.71	M&T	\$500,661.38
FNCB ENGINE REFURBISHMENT ACCOUNT	\$17,001.20	FNCB	<u>\$1,364,101.49</u>
FNCB GENERAL ACCOUNT	\$642,406.02		<u>\$2,387,287.20</u>
FNCB PROPERTY PROCEEDS	\$32,366.41		
FNCB REFUSE ACCOUNT	\$192,389.12		
PLGIT EARNED INCOME TAX	\$62,250.51		
PLGIT PAYROLL	\$1,077.68		
PLGIT GENERAL	<u>\$3,739.76</u>		
<b>TOTAL GENERAL FUND CHEKING/SAVINGS</b>	<u><b>\$1,274,904.99</b></u>		

*HIGHWAY AID FUND*

PLGIT	<u>\$262,151.29</u>
<b>TOTAL HIGHWAY CHECKING/SAVINGS</b>	<u><b>\$262,151.29</b></u>

*SEWER FUND*

M&T	\$500,661.38
FNCB SEWER OPERATING FUND	\$334,191.85
PLGIT SEWER CREDIT CARD	<u>\$15,377.69</u>
<b>TOTAL SEWER FUND CHECKING/SAVINGS</b>	<u><b>\$850,230.92</b></u>

<b>TOTAL COMBINED CHECKING/SAVINGS</b>	<u><b>\$2,387,287.20</b></u>
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A motion was made by Councilman Colarusso and seconded by Councilwoman Zaboski to approve the reading of the treasurer’s report. Voice vote all in favor. Motion carried.

Councilman Colarusso made a motion for a resolution to be made to approve the DPW extension agreement from January 1st 2022 to December 31<sup>st</sup> of 2023, seconded by Councilman Skok. Voice vote all in favor. Motion carried.

Councilman Colarusso reported business as usual with DPW.

**Maureen Zaboski: Administration/Finance- Health& Sanitation**

Councilwoman Zaboski made a motion to transfer \$62,250.51 from PLGIT EIT to FNCB General, seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Councilwoman Zaboski stated that paperwork was signed to close FNCB Debt Service account and transfer the funds to FNCB General Account.

Councilwoman Zaboski made a motion to move ESSA Refuse account to FNCB Refuse, seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Councilwoman Zaboski said that Course Vector, who works with PSAB to create and maintain our website has been budgeted to update the website for 2022. They will make monthly postings of the minutes, ordinances and resolutions and other important notices. It will cost \$450.00 per year.

Councilwoman Zaboski reached out to Paper Eaters for available dates in 2022 for document shredding. Those dates are May 14<sup>th</sup> and September 10<sup>th</sup> of 2022. Councilwoman Zaboski made a motion to approve these dates for paper shredding, seconded by Councilman Dolan. Voice vote all in favor. Motion carried.

Councilwoman Zaboski stated that one more meeting is needed to pass the 2022 Budget. Council agreed that meeting will on Monday Dec 20<sup>th</sup>.

**Dan Skok: Community Development**

Councilman Skok thanked Councilwoman Zaboski for her years on Borough Council and her years of volunteering with the Hose Company.

Councilman Skok stated that the Wyoming Free Library will be doing the Children's Holiday Giveaway on Saturday, Dec. 18<sup>th</sup> from 11:00 AM until 2:00 PM at the former Super Bounce in the Midway Shopping Center. All are invited to stop in and pick-up a holiday goodie bag. Children of all ages are invited. West Wyoming donated to this event.

Councilman Skok did not have a report on building permits issued in November. He will get in touch with the new building inspector.

Councilman Skok thanked Dave Granteed for the fine job he did in setting up the arrangements for the Dailey Park Christmas decorating and also thanked the Fire Department for their public efforts.

**Mike Amato: Borough Engineer**

Engineer Amato reported that pump station #1 is nearly complete and they will be moving onto pump station #2. The project should be done by Christmas or the end of the year.

Councilman Stavish asked Engineer Amato about the roof leakage. Engineer Amato said that all forms of roof patching/repair have been exhausted and it is a masonry issue. When the weather changes those issues will be addressed.

**Linell Lukesh: Solicitor**

Solicitor Lukesh reported that meetings are coming to a close regarding police regionalization. Council's authorization is needed for her to finish and finalize an ordinance to adopt the Inter-Municipal Agreement between Exeter, Exeter Twp., Wyoming, West Pittston and West Wyoming to establish the Police Regionalization of Wyoming Area. The Wyoming Area Regional Police Department Agreement is a separate document that will need to be voted on and signed as well. This Agreement will be modeled with other towns so that there will be consistency in language and include all sections and provisions.

Chairman Stavish made a motion to lay Ordinance 1 of 2022 which will authorize the borough to enter into the Wyoming Area Police Regionalization Agreement on the table for 30 days, seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Solicitor Lukesh stated that she will be preparing her report to give to auditors.

Solicitor Lukesh thanked Councilwoman Zaboski for her commitment and dedication to West Wyoming and what a valuable asset she has been in her years of service to the borough.

Councilwoman Zaboski in turn thanked Solicitor Lukesh. Councilwoman Zaboski also thanked Mayor Herbert for his years of dedicated service to West Wyoming and wished him a happy retirement.

**Mike Dolan: Public Safety/Code Enforcement**

West Wyoming Emergency Services Monthly Chief's Report. West Wyoming Emergency Services responded to nine incidents in November:

- Cooking fire, confined to container- 1
- Forest, woods or wildland fire- 1
- Medical assist, assist EMS crew- 1
- Motor vehicle accident with no injuries- 2
- Assist police or other government agency- 1
- Unauthorized burning- 1
- Dispatched and cancelled en route- 2

The air brake compensator on the fire engine has failed and needs to be replaced. This unit maintains the air pressure in the brake system. The cost of a new one is \$600.00 not including labor. Councilman Dolan said that the Hose Company has the ability to fix this. Inspection is also due in January and McCarthy Tire will be doing that.

Councilman Dolan said that Chief Hromek provided him with standard operating guide lines on carbon monoxide detectors.

No report on Code Enforcement.

Councilman Dolan stated that he had an annual meeting with State Representative Aaron Kaufer in which the Police Regionalization was discussed along with other matters.

Councilman Dolan thanked Mayor Herbert for his years of service to the Borough.

Chief Nocera read his monthly report.

The 2021 Chevrolet Tahoe PPV was picked up on Nov 11<sup>th</sup>, upfitted by 10-8 Emergency Vehicle Service, radio was programmed by Luzerne County 911, and placed in service on November 18<sup>th</sup>. It will be referred to as Car 1 in future reports. There will no longer be a car 2. Car #1 (2014 Ford Explorer) and Car #2 (2015 Ford Explorer) are both out of service. Council decided to take both Ford Explorers off the road and attempted to sell them, leaving one vehicle capable for patrol duties.

On the Police Regionalization, Solicitors and Police Chiefs of each town met with a regional consultant in the first week of November. Councilman Stavish has the latest update.

New hires, Robert Shupp and Alexandra Nolan are in the process of being transferred to our roster, MPOETC has new requirements and paperwork that is causing delays on getting them on the road.

Diamond Manufacturing has donated another \$2,500.00 to police department. With their two donations, along with yard signs sales and other citizen donations we currently have more than enough to purchase two new tasers.

Councilman Dolan made a motion, seconded by Councilman Colarusso, to approve the purchase of two tasers for the police department with donations from Diamond Manufacturing and citizen donations. Voice vote all in favor. Motion carried.

Chief Nocera, along with the rest of the police department, would like to thank Mayor Joseph Herbert for his 20 years of service as Mayor of the borough. Mayor Herbert has always held great confidence and trust in this police department and his absence will be missed.

**Mayor Herbert:**

For the month of November, there were 56 calls. 0 criminal arrest made. 0 citations were issued. Mayor Herbert mentioned some of the calls that police go on such as: False alarms- Burglary, Arson Fraud, Assault, Harassment, Narcotics, Domestic, Disorderly Conduct, Criminal Mischief/Vandalism, Trespassing, Suspicious Activities, Motor Vehicle Accidents: Dui-Accident, DUI, Traffic/Parking Complaints, Missing Persons (Adult-Juvenile), Animals Calls, Public Service Calls, all other Ordinance Offenses and Misc.

Agency assists consist of:

Assist EMS- 16

Assist Fire Dept- 0

Assist Other Police- 13

Assist Other Agencies- 0

Criminal Arrests/Warrants  
Citations.

Mayor Herbert thanked Chief Nocera and council for making sure that we have a fine and respected police department throughout the Wyoming Valley. Mayor Herbert said that he is very proud of the fact

that some of our police officers now work for the federal government, Tobyhanna and that there are some state police who started as police officers and went on to become state troopers.

Mayor Herbert thanked all members of council and Chief Nocera and said it was a pleasure working with them.

Chairman Stavish thanked Mayor Herbert for his 20 years of service to the Borough and wished him well. He also thanked Councilwoman Zaboski for her service to the town. Both Mayor Herbert and Councilwoman Zaboski will be missed. Their dedication to our community is greatly appreciated.

Councilman Skok has collected \$500.00 from police yard sign sales and said that he would like to have a group picture of Santa handing a check over to the Chief of Police.

Councilman Skok also made a comment on possibly asking State Representative Aaron Kaufer to help next year with the mosquito problem.

**Citizens Participation: None**

Motion made by Chairman Stavish and seconded by Councilman Dolan to adjourn the meeting. Voice vote all in favor. Motion carried.