

# WEST WYOMING BOROUGH - COUNCIL MEETING MINUTES - DECEMBER 9, 2019

The regular monthly meeting of West Wyoming was called to order by Chairman Stavish. Following the Pledge of Allegiance, roll call was taken and the following were in attendance:

Chairman Stavish, Councilman Colarusso, Councilwoman Zboski, Councilman Dolan, Mayor Herbert, Solicitor Lukesh, Treasurer Kendzor, Engineer Amato and Secretary Featherstone

Absent Councilman Grescavage.

**Gary Stavish-Chairman- Personnel:** Chairman Stavish made a motion to pass and seconded by Councilman Dolan to accept the bid for roof replacement for the shingle roof on the Borough building from Multiscape. Voice vote all in favor. Motion carried.

Chairman Stavish announced that for the record, Council met with the auditors for the 2018 audit and everything was fine just some minor issues with payroll.

Chairman Stavish also announced that there will be a special meeting to be held on Wednesday, December 11<sup>th</sup> at 6:30 PM to pass the budget for 2020.

## OLD BUSINESS- NONE

## COMMITTEE REPORTS

**Randy Colarusso - Pubic 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 8, 2019**

### CASH ACCOUNTS

**Combined General, Highway  
Aid and Sewer Fund**

#### GENERAL FUND

ESSA BANK REFUSE	\$ 112,823.74	PLGIT	\$456,020.39
FNCB DEBT SERVICE ACCOUNT	\$27,206.42	ESSA	\$112,823.74
FNCB GENERAL ACCOUNT	\$ 621,912.58	M&T	\$280,802.16
FNCB PROPERTY PROCEEDS	\$67,977.71	FNCB	<u>\$1,079,937.79</u>
FNCB REFUSE ACCOUNT	\$204,408.69		<u>\$1,929,584.08</u>
PLGIT EARNED INCOME TAX	\$78,832.47		
PLGIT PAYROLL	\$4,044.45		
PLGIT GENERAL	\$1,405.83		
TOTAL GENERAL FUND CHECKING/SAVINGS	<u>\$1,120,611.89</u>		

**HIGHWAY AID FUND**

<b>PLGIT</b>	<b><u>\$215,247.88</u></b>
<b>TOTAL HIGHWAY AID FUND CHECKING/SAVINGS</b>	<b><u>\$ 215,247.88</u></b>

**SEWER FUND**

<b>M&amp;T SEWER</b>	<b>\$280,802.16</b>
<b>FNCB SEWER OPERATING FUND</b>	<b>\$156,432.39</b>
<b>PLGIT SEWER CREDIT CARD</b>	<b><u>\$156,489.76</u></b>
<b>TOTAL SEWER FUND CHECKING/SAVINGS</b>	<b><u>\$593,724.31</u></b>

<b>TOTAL COMBINED CHECKING/SAVINGS</b>	<b><u>\$1,929,584.08</u></b>
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Motion made by Councilman Colarusso to accept the Treasurer's report. Seconded by Councilwoman Zaboski. Voice vote all in favor. Motion carried.

Councilman Colarusso stated that there will be bills coming in for pump station on Tripp St. and asked Secretary Featherstone to notify him when they do arrive. New lights are up. There will be a meeting with DPW manager, Rick, and with Council.

**Councilwoman Zaboski - Administration/Finance- Health/Sanitation:**

Councilwoman Zaboski made a motion, seconded by Councilman Colarusso, to announce a Request for Proposals for Pension Plan Administrator. Due date will be Jan 6<sup>th</sup> at the re-organizational meeting. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion, seconded by Colarusso, to pass LSA grant in the amount of \$344,998 for building renovation for Phase 1. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion, seconded by Colarusso, to pass resolution for the PA Small Water grant for the two sewer pump stations in the amount of \$172,208. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion to pass the annual stipend for the Borough Fire Chief and Assistant Fire Chief in the amounts of \$300 and \$ 150. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion to pay the annual donation of \$2,000 to the West Wyoming Hose Co # 1, seconded by Colarusso. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion, seconded by Councilman Dolan, to pay Ashburn Advisors the sum of \$200 for each of our two grant applications. Voice vote all in favor. Motion carried.

Councilwoman Zaboski made a motion to transfer \$ 78,832.47 from our PLGIT Earned Income Tax account to FNCB General account, seconded by Colarusso. Voice vote all in favor. Motion carried.

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

Emergency services responded to 11 alarms in November. Police Chiefs report for the month of November. Both vehicles had standard maintenance performed on them. The officers are currently operating on a Buckle Up PA Grant. Officers are out making sure everyone is using their seat belts. This is a fully funded grant by the state at no cost to the Borough. The grant ends on December 15. So best to buckle up, it is a law in the state of PA. On Nov. 26, the Mission Barbecue, which is a community based organization that opened in Wilkes Barre Township, donated lunch to the Police Departments in the area.

Code Enforcement: as usual any complaint can be brought to the front office and fill out a complaint sheet.

**Linell Lukesh: Solicitor**

At the work session, it was discussed for bids for Pension Administrator. Everything else is business as usual. As a result of our Audit report, to work with WVSA, Teresa and I will start to contact them, maybe every quarter, to make sure that we are picking up on those accounts that need to be liened. WVSA generates that account information, so there is no way of knowing when we reach those thresholds.

**Mayor Joe Herbert:**

First, I want to put on record that I and the council of West Wyoming Borough congratulate the Wyoming Area Football Team for being State Champions for the first time in the history of Wyoming Area. I am very proud of the boys and I know a few of them and I would say 90 % of them are much bigger than I am. They won the game in the final minutes of the game. Congratulations to them and their coaching staff. Wonderful Job. First time in our history.

As far as our Police Department goes –they are doing a great job out there. I thank them for their service and for some of the things they have to put up with. Calls for the month—113 calls, they had burglary, false alarms, narcotics, Harassment. We have about everything they have in the big cities and they care of it. It is still safe to walk the streets of West Wyoming at 2 or 3 AM.

**Mike Amato: Engineer**

Routine – We are finalizing the subdivision with the borough and the Fire Company, dealing with the County, Some emails going back and forth, so between the solicitor and myself we will get that taken care of. Coordinate with the grant applications that we dealt with tonight. Maureen and myself will together with Teresa and show her the ropes on the Community Development Project.

Councilman Stavish made a motion to accept the minutes of last month meeting, second by Councilman Colarusso. Voice Vote all in Favor. Motion Carried.

Councilman Stavish made a motion to pay all outstanding bills made by the finance committee, second by Councilwoman Zaboski. Voice Vote all in favor. Motion Carried.

Councilman Stavish reminds everyone that the meeting on January 6,2020 is a reorganizational meeting, Judge Carmendy will be here to do the swearing in and then we will reorganize, there will be no meeting on the 13<sup>th</sup>. There will only be one meeting and it needs to be the first Monday of the New Year as duly advertised in the Citizens Voice.

**Citizens Participation:**

Geri Kelly- Scam phone calls About Social Security. Do not believe these calls.

Councilman Stavish thanked her and asked that everyone be vigilant of those phone calls.

Motion to Adjourn by Councilman Colarusso, second by Councilman Dolan. Voice Vote all in favor.  
Motion Carried.